



# Home Learning Policy

**Director of Pedagogy and Practice** | January 2023

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Minsthorpe Community College: A place where everyone plays a part in strengthening our learning community through Motivation, Commitment & Care.



**Minsthorpe**  
Community College

## Section 1

# Aims

Home learning (HL) is an invaluable and important opportunity for students to continue their learning outside of the timetabled curriculum. When HL tasks are completed effectively, they become an integral way of raising standards in achievement and attainment, encouraging young people to develop a positive attitude to learning that they will carry with them for the rest of their life. The foundations of effective HL practices should be established from the beginning of Year 7 and develop progressively across the Key Stages through to Year 13

## Section 2

# Our Home Learning Platform

At Minsthorpe Community College, we use an online HL platform called Satchel: One. This platform allows teaching staff to set clear HL tasks and to communicate effectively with students and their parents/carers. The platform can be downloaded via an app to a phone or tablet or equally can be accessed through a desktop computer. From home, students and parents/carers can keep track of all HL tasks and when the work is due. Work can be submitted online or brought back to the lesson and students can 'tick off' tasks as they complete them. All HL will now be set via Satchel: One, however, staff will be made aware of any students who have accessibility issues at home. Suitable alternative provisions will be put in place in these circumstances. In addition, staff in Core subjects also set tasks on SPARX & Educake and we continue to encourage students to 'read for pleasure' on a regular basis.



### Section 3

## Setting Home Learning – Teaching Staff

All students at Minsthorpe will have access and entitlement to HL. Teachers are encouraged to set a variety of tasks which allows students to build on the curriculum that they follow in College. HL will give students the opportunity to practice, review and recall newly acquired knowledge and skills and help them to make links to the next stage in their learning. Teachers should ensure that work is suited to the needs and ability of the students. Appreciation of any SEND needs are vital. Once tasks are set it is important that teachers check that HL has been completed and that any missed deadlines are recorded on Sims so that this can be monitored by the Director of Pedagogy and Practice and the Pastoral Team. Relevant and timely intervention will be put in place for students who are struggling to complete HL and we will support students in removing any barriers to them completing work outside the classroom.

### Section 4

## Creating a positive Culture Through Rewards and Celebrations

At Minsthorpe, we reward students for demonstrating our College values of Motivation, Commitment and Care. This can be exemplified through consistent effort in completing HL tasks to a good standard and on time. The College will reward and celebrate these students in a number of ways, including:

- Achievement Points;
- Contact with parents/carers;
- Positive postcards;
- Certificates;
- Rewards assemblies and afternoons.

Individual Curriculum Areas may also employ their own rewards systems.



## Section 5

# The Purpose of Home Learning

## for Students

- allows practice and consolidation of work done in class;
- allows preparation for future class work and for examinations;
- vital for academic success;
- motivates and challenges students to use other learning resources;
- provides opportunities to develop individual work, independent learning and research skills in project work;
- allows for the assessment of students' progress;
- trains students in becoming independent learners and develops skills such as self and time management and in making use of Satchel: One;
- encourages students to be responsible for their own learning;
- provides opportunities for parental co-operation and support;
- for year groups set Knowledge Organisers for HL, completion of HL will help students prepare for Knowledge Assessments.

## for Staff

- gives further opportunity for staff to assess individual work;
- informs future planning and teaching;
- gives opportunity for students to regularly review their learning and understanding of new content and knowledge;
- gives opportunity for students to be prepared for forthcoming lessons;
- provides an opportunity to liaise with parents/carers.

## for Parents / Carers

- gives an opportunity to engage with and support their child's learning within each different subject area and to review progress.



## Section 6

# Home Learning in Curriculum Areas

Each Curriculum Area (CA) has a policy relating to HL. It is the responsibility of the Curriculum Team Leader to ensure that HL is set, and that the policy is adhered to.

Each policy details:

- the types of HL which might be set;
- the frequency of HL;
- how the task will be submitted;
- how HL is recorded and monitored within teams;
- how staff will provide feedback to students.

Some CAs will set HL weekly or fortnightly, whereas others may set more project-based HL, once every half term. It is important that students are engaged regularly in HL within all subject areas on a regular basis.

The aims and detail of each CA policy should be known by all staff teaching in that CA and should adhere to the following principles:

- HL should be purposeful and integral to the scheme of work developing the scheme and enhancing its variety;
- it should be differentiated to allow all students access to appropriate areas of the curriculum;
- assistance and advice should be sought from Specialist Support wherever appropriate/needed;
- it should include tasks designed to encourage independence and self-motivation;
- students should get feedback on the quality of HL and where possible this should form a part of the discussion with parents/carers about effort and progress within a subject;
- appreciation should be shown during examination periods; however, HL should be set and recorded where revision is necessary. It is expected that students will be revising, but this should be explicit and measurable to ensure this is completed;
- each CA should reward students for good effort or achievement in HL, just as class learning is rewarded;



## Section 7

# Knowledge Organisers and Centralised Home Learning

It is this College's **intent** for students within KS3 to complete HL based on Knowledge Organisers which is centrally monitored and recorded.

Students will be expected to:

- read for 15 minutes a day at home;
- learn the weekly knowledge set in their Knowledge Organiser in every subject.

This should amount to 30 minutes revision every night at home

Every Monday, students will be set a Home Learning task on Satchel One. The task will direct the student to learn a section of the Knowledge Organiser. The sections will be categorised according to the two week timetable. We will provide a timetable which details which subject should be studied and on what day as shown below:

<b>Day</b>	<b>Subject to Learn</b>
Monday	English and L4L
Tuesday	Maths and CDM
Wednesday	Science
Thursday	French, History and Geography
Friday	Design Technology, PE and Creative

Students will be provided with an exercise book to complete their HL in. Students will then be able to take a picture of their HL and upload it to Satchel:One. Students will receive training on how to do this during their first week at College.

Students who do not complete their HL or students who require further assistance will be required to attend a 'Knowledge Commitment Session' after school on Tuesdays. This session is an extension of the school day and is compulsory. During these sessions, students will be supported in completing HL with specific revision strategies modelled by the session leader. These sessions are also used to identify any challenges to accessing and completing HL thus further support can be implemented.



## Time Scale for Knowledge Organisers Implementation

Academic Year	Year groups completing Knowledge Organisers Home Learning
2022-2023	Year 7
2023-2024	Year 7 and Year 8
2024-2025	Year 7, Year 8 and Year 9

## Section 8

# Home Learning Links to the Learning & Teaching and Curriculum Policies

The aim and ethos of HL supports our vision and values towards Learning & Teaching in the classroom and the planned curriculum. HL plays an integral role in terms of students' learning & the implementation of the curriculum.

HL helps to strengthen our six Core Teaching Principles and gives students the opportunity to review and reinforce new content and skills taught within the classroom. Specifically, it helps develop the skills of retention and retrieval and the independent completion of tasks.

In addition, it supports our College Curriculum intent, particularly:

- deepens students' understanding and develops their knowledge and skills in all subject areas;
- ensures students are literate and numerate;
- enriches students' learning experiences.



## Section 9

# Roles and Responsibilities

### Students

- To routinely check Satchel: One for new tasks, including their deadlines;
- To submit HL tasks on or before the deadline to the best of their ability;
- To catch up with HL tasks when absent so learning is not missed or compromised;
- Problems with HL should be resolved before the deadline. If necessary, students should see the member of staff concerned for help.

### Parent/Carer:

- Parents/carers are asked to support HL by taking an active interest in their child's work and provide a reasonable place where students can work, or encourage them to make use of the college facilities;
- Parents/carers should encourage students to meet deadlines and check Satchel: One for the work set and deadlines given;
- If parents/carers feel that insufficient or too much HL is being set, they should contact the teacher / CTL / CCTL who will investigate the situation.

### Pastoral Team:

It is essential that the amount, regularity, and quality of HL can be monitored. The initial process and responsibility should lie in the Curriculum Areas. However, the Cross Curriculum Team Leaders will support Curriculum Areas to remove any potential barriers that students may experience when completing HL.





## Section 10

# Home Learning for SEND Students

The HL Policy for the College allows Curriculum Areas discretion in the provision of HL for all students. It is important to bear in mind the nature and timing of HL for SEND students. Students with SEND may have difficulties regarding HL. Teachers should ensure that work is differentiated for their level. Failure to complete adapted HL should be referred to Student Support. They will advise as to appropriate support or intervention. Parents/carers will be contacted regarding support for HL which will include working in Student Support for After College Activity Club, where help with HL is available. Staff should consult Student Profiles for any specific HL strategies.



## Final Section

# Equality Assessment

This policy has been assessed with regard to its impact on equalities issue, with specific reference to the aims of the Equality Act 2010. The equality impact assessment focused on race, gender, disability, pregnancy and maternity, age, sexual orientation, gender identity and religion/belief.

## Policy Review Schedule

Policy last reviewed:	Due for next review:	Role Responsible:
September 2019	September 2022	Associate Assistant Principal (Director of Learning and Teaching)
December 2020 (Updated)	September 2022	Associate Assistant Principal (Director of Learning and Teaching)
January 2022 (Updated)	January 2024	Associate Assistant Principal (Director of Learning and Teaching)
January 2023 (Updated)	January 2025	Associate Assistant Principal (Director of Pedagogy and Practice)

