

Open Academy

Homework Policy

Policy Type:	Academy Policy
Approved By:	Local Governing Body
Date Approved by LGB:	27 November 2025
Review Date:	December 2026
Person Responsible:	Principal

Summary of Changes

The policy has been amended as follows.

Page Ref.	Section	Amendment	Date of Change
	Full Document	Sims Gateway changed to Microsoft teams	14/09/21
	Systems and management	Changed to the new homework distribution plan and feedback policy using rubrics.	14/09/21
	The role of teachers	Including the use of Rubrics and feedback	14/09/21
	The role of students	Including now the sanctions and rewards for Rubric scores	14/09/21
	The amount of Homework set in the academic and applied faculty in KS3.	Change in amount to focus on quality not quantity	22/10/25

General Policy Roles and Accountabilities

The Diocese of Norwich Education and Academies Trust (DNEAT) is accountable for all policies across its Academies. All policies, whether relating to an individual Academy or the whole Trust, will be written and implemented in line with our ethos and values as articulated in our prospectus. We are committed to the provision of high-quality education in the context of the Christian values of service, thankfulness and humility where individuals are valued, aspirations are high, hope is nurtured, and talents released.

A Scheme of Delegation for each Academy sets out the responsibilities of the Local Governing Body and Principal. The Principal of each Academy is responsible for the implementation of all policies of the Academy Trust.

All employees of the Academy Trust are subject to the Trust's policies.

Open Academy Homework Policy

Purpose

- To improve achievement at KS3, KS4 'On average, the impact of homework on learning is consistently positive 'leading to on average five months additional progress'.¹
- To promote independent and autonomous learning

Objectives

- Each subject teacher will set homework regularly and frequently. The nature of the work will vary between year groups, different classes, and topics of study.
- Teachers will ensure that homework is differentiated, structured and easily accessible.
- Homework will be set at a point in the lesson where there is sufficient time for students to record the homework, this will not be at the end of the lesson. Teachers will ensure that all instructions concerning homework are clear to everyone in the class and that sufficient time is allowed for the student to make notes if appropriate.
- Teachers will set homework that is useful and relevant
- Teachers will record all homework set on Microsoft Teams.
- Teachers will record the submission of homework on Microsoft Teams.
- Teachers will allow enough time over a week for students to complete homework
- Homework will be marked, and students will be provided with feedback via a rubric.

The role of parents and carers

Parents undoubtedly have an important role to play in supporting and encouraging their children with their homework. Parents can support their children with homework by checking deadlines and content on Microsoft Teams. Homework is given to their child and is a way of teachers to establish students' understanding therefore it is not expected that Parents should do their child's homework. Pupils to attend the homework club should they require additional support.

Teachers' focus

We have established two key criteria for judging homework: its purpose and its quality. Homework should form an integral part of a scheme of work, and its value should be made explicit to students.

Systems and Management

SLT links and Heads of Faculty have a responsibility to ensure that homework is being set and marked within their faculty and that teachers' records are robust enough to provide accurate homework grades.

Homework will be set as soon as possible in the allocated week. Students will be given a minimum of 48 hours to complete this work. Homework will be set, submitted, and marked via Teams using Rubrics and the 1-4 scale. This will indicate how well students have engaged in learning in the classroom and will provide a next step for improvement.

The homework set is proportionate to the number of timetabled lessons in each subject:

¹ Education Endowment Foundation

KS3

- In English, Maths, Science: Students will receive 3 pieces of homework lasting 30 to 40 minutes per half term. 1-week allocation 2-week marking cycle.
- In Geography, History, MFL: Students will receive 1 pieces lasting 30 to 40 minutes of homework per half term. 1-week allocation 2-week marking cycle
- In Art, Computing, DT, Drama, Food, Music, PE and RS: Students will receive 1 piece lasting 30 to 40 minutes of homework per half term. 2-week allocation 1-week marking Cycle

KS4

- In core (English, Maths and Science): Students will receive up to 4 pieces of homework lasting 40 to 60 minutes per half term
- In option subjects: Students will receive 3 pieces of homework lasting 40 to 60 minutes per half term
- In RS: Students will receive 1 piece of homework lasting 40 to 60 minutes per half term
- No homework set for core PE

KS5

- Students to receive homework ever week lasting 60 to 120 minutes from each of their subject teachers

The Nature of Homework

It should be noted that homework can be set in many different forms with many different expectations and outcomes-

- The nature and type of homework changes throughout a student's school career
- The amount and frequency of homework should increase as a student gets older
- Homework should not cause undue stress on the student, family or the teacher
- It will not necessarily come in the form of a written task
- Homework will be set by the plan set by Senior leaders.
- Homework needs to be set at a point in the lesson when sufficient time can be given to addressing any concerns or explanation

Types of Work

Homework will arise out of the demands of the course and may take the form of:

- Learning notes/diagrams
- Writing or preparing essays
- Preparing for class tests
- Practice in/revision of mathematical and scientific problems
- Completing class work, projects, creative or descriptive writing
- Computer work
- Coursework
- Skills in practical musicianship
- Research
- Completing DNAs
- Other forms of study relevant to the curriculum

Marking

It is an expectation that staff should mark any homework that is returned by students.

This will help to give the whole process of setting and completing homework a higher profile and status. It will also reinforce the message that homework is an important and valued aspect of school life. Marking homework is a way of keeping track of who has completed homework, and of giving student feedback on how well they have met the objectives of the work. Additionally, marking of Homework informs future planning.

The Role of the Subject Teacher

- Although Open Academy emphasises homework as an important element in student's learning, teachers take care to ensure that students are not overloaded with homework
- Subject teachers make sure that the homework is designed around the Scheme of Work so that students can carry on enhancing their learning with minimum difficulties
- Subject teachers ensure that written instructions are completed for SEND students and that it is written clearly for all students on Microsoft Teams.
- When setting work, teachers consider the age and ability of the student and the overall demands of their Open Academy course. They ensure that every student understands the work set.
- The subject teacher will ensure that everyone completes homework on time and in Microsoft Teams
- Common errors will be marked with a DNA and a Rubric score.
- Homework will be returned to students as soon as possible and within a time specified by the Homework Policy and the subject teacher will keep a record of key marks and Rubric grades
- Failure to produce homework must be recorded (Rubrics) as 1 - Homework not completed. Teachers, HOF and HOY to introduce Faculty Detentions. After school Learning Hubs invitations will be issued to students with lower Rubric scores and parent/carers needs to be informed

Standards Expected of the Student

- Students will check Microsoft Teams to see if they have missed any homework tasks
- Students will present their work neatly and, when faced with problems, seek the advice of the subject teacher as soon as possible.
- Students should make an effort to plan their work throughout the week and throughout the term to avoid becoming overburdened
- Where a student completes the homework at the basic standard Rubric (2) is issued. If the homework is of a good quality Rubric (3) is awarded. When the homework is exceptional Rubric (4) can be awarded. It is expected that students who do great homework are rewarded. This information will be made available on Power Bi

Role of the Head of Faculty

- To ensure application of the Policy by subject teachers
- To write a Homework Policy for their Faculty Handbook
- To ensure Homework is being set and that Teams is being used

Role of the Principal

- To check compliance with the Policy
- To meet and talk with parents when appropriate
- To discuss with staff how far the policy is being successfully implemented
- Inform new parents to the school so that they are aware of the home/school agreement and what it entails

Role of the Governing Body

- To review the efficiency of the Policy

Racial Equality & Equal Opportunities

All children have equal access and inclusive rights to the curriculum regardless of their gender, race, disability or ability. We plan work that is differentiated for the performance of all groups and individuals. The Open Academy is committed to creating a positive climate that will enable everyone to work free from racial intimidation and harassment and to achieve their full potential.