

## Homework and Prep Policy

In the lower and middle school areas the frequency, nature and level of any homework is decided by the form teacher in conjunction with any subject specialists. The tasks will usually reinforce learning spelling lists, multiplication facts and reading.

Formalised prep begins in Year 6.

During Y6 to Y8 each pupil will follow a designated prep timetable. This will involve two preps per night (Monday, Tuesday, Thursday & Friday). These may be completed either at school between 17:30 and 18:30, or at home. The allocation is

	Year 6	Year 7	Year 8
English	One	One	One
Maths	Two	Two	Two
Science	One	One	Two
French	One	One	One
History/Geography	One	One	One
German/Latin/Spanish/Non Language	One	One	One
R.E.	One	One	One

Note – R.E. for Year 8 must be done in their own time within an agreed timescale.

Unless directed otherwise, all preps should be handed in to the correct subject teacher before the start of school the following day.

When a pupil stays at school prep is taken in Room 3.

Each prep activity is to be recorded by the pupil in their prep diary for reference during prep.

All relevant resources should be at hand at the start of prep, thereby minimising any need to disturb the working environment.

Preps should be differentiated by design so that each pupil can make the best use of their time and be able to complete tasks independently.

Pupils should take their reading books into prep to use on any occasion when their prep is completed early.

The member of staff on duty should be prepared to help any pupil encountering difficulty completing their set task.

Any pupils requiring the use of ICT during prep must have a signature from a member of staff in their planner.

Any problems should be communicated via the prep diary.

Set preps should be meaningful and purposeful activities - preparing pupils for their forthcoming lesson or consolidating ideas and practices from a previous lesson.

It is expected that preps will be assessed by staff in preparation for the next lesson with the appropriate class.

Staff Responsible	Director of Studies and all teaching staff
Last reviewed	Spring 2018
Date of next review	Spring 2019

