

EYEMOUTH HIGH SCHOOL



HOMework GUIDE FOR STUDENTS & PARENTS



S3 & S4

November 2010

Dear Student

This guide about homework contains useful information about a number of things:

- what is expected of you with your homework;
- what homework you can expect from your teachers in each subject;
- the help that is available in school to make the most of your homework;
- suggestions about how your parents might be able to help you.

Remember – homework is an important part of learning. You will have many different homework tasks as you will see from the information given in the booklet about the different subjects. All of these tasks are important – not just the ones where you have to write.

It is important that you always try your best with your homework. If you have a positive attitude to your work at home and at school you will always make progress in your learning.

The following suggestions should help you:

- Make use of your homework diary/ Study Planner.
- Be organised.
- Always seek help if you have difficulties.
- Present your homework as well as you can.
- Develop a study routine.
- Try out different ways of remembering information that are suggested by your subject teachers and that you have learned about in Social Education.

Remember – always try your best!

D Watson
Headteacher

Dear Parent

This guide about homework – which begins with our Homework Policy - contains what we hope you will find to be useful information about a number of things:

- what is expected of students with their homework;
- what homework your child can expect from teachers in each subject;
- the help that is available in school to help the students make the most of their homework;
- suggestions about how you as parents might be able to assist with homework.

If you have any queries or comments about the policy or about this guide, please do not hesitate to write to me at school. I will be delighted to hear from you.

If you have any general queries about your child's homework, please contact his/her Guidance Teacher. If you have any questions about the homework in a particular subject, please contact your child's subject teacher.

Yours sincerely

D Watson
Headteacher

Homework Policy

Eyemouth High School recognises the value of effective homework practice in successful learning.

- Homework plays an important role in helping students reach their full potential and should be regarded as "Learning out of school".
- Homework enables students to consolidate their schoolwork and to develop study skills.
- Homework provides opportunities for students, parents and the school to work together.
- Homework should increase in both difficulty and amount per subject as students progress from first to sixth year.
- Homework tasks set should have a clear purpose that is understood by students and be geared towards the needs and ability of the student.



Students can expect to:

- Have the homework explained so the relevance of the task and its link to coursework is clearly seen.
- Be given challenging but not too difficult homework tasks.
- Be given the opportunity to enter their homework task in their Student Planner.
- Be given a minimum of four working days notice to complete the homework task.
- Have access to the necessary resources.
- Have access to help should this be required.
- Have written homework marked with relevant comments and constructive feedback and returned as soon as reasonably possible.

Types of homework

The type of homework given will vary according to the subject but may involve any of the following:

- **Learning by rote:** e.g. vocabulary and phrases; keywords; formulae; memorising information; information for tests and exams.
- **Reading:** Textbooks; novels and poetry; information sheets etc
- **Writing:** Answering set questions from sheets or textbooks; essay; redrafting work; completing past papers; taking notes etc.
- **Practising:** Musical instruments; keyboard skills; sport skills; drawing/painting/sketching.
- **Researching:** Using the library; preparing a talk; using the internet; conducting a survey; watching a TV programme etc.
- **Revising:** For exams; for a test; reading notes; vocabulary; taking notes.

Recommended number of Homework Hours

The maximum amount of homework per subject that a student should be expected to do each week is:

S3 - 1 hour S4 - 1 hour 30 minutes

Students are expected to catch up on work missed through absence as soon as possible. **This does not count** as part of the subject's weekly time allocation of homework.

If a student has been absent for more than a week then they should consult with the teacher to look at ways of assisting them to catch up.

In recognition of the need for students in S4-6 to prepare for formal examinations, normal homework will be suspended in the week before the prelims and three weeks before the SQA exams start. Any homework set during these periods will be revision (within the time limits set above).

Student Responsibilities for handing in homework

The student is responsible for:

- Handing in well-presented homework.
- Handing homework in on time.
- Contacting the teacher if they are having difficulty in meeting the deadline.

Students are encouraged to attempt homework tasks well in advance of the deadline. Leaving homework until the night before it is due in is not an excuse.

If homework is not handed in appropriate action will be taken:

- Students who forget their homework will be given a "day's grace". Homework must be handed in by registration next day.
- Homework handed in after the "day's grace" will be recorded as late and a late slip sent home for signing.
- If a student has continuing problems with completing or submitting homework they will be spoken to individually and a course of action agreed. The course of action will be written down.



If a student still continues to have problems with completing or submitting homework then a letter will be sent home explaining the problem and the course of action previously agreed. A meeting with parents may be organised.

Support

If a student is having difficulty with homework many departments run voluntary homework help/study sessions.

Learning support staff can help with homework at the Lunch Club and with revision strategies through Core Studies or through students asking for help.

Parents

Parents can help their children by:

- Regularly checking that their child's Student Planner is being used properly.
- Encouraging their child to manage their time constructively so that a good routine is set up.
- Trying to provide suitable working conditions at home - a quiet area with appropriate space.
- Encouraging their child to attend homework help sessions or ask their teacher if they are having difficulty with the work set.



- Communicating with the school via the child's Guidance Teacher if there are any general queries which relate to homework or with the subject teacher for subject specific advice.

Accounting

Types of homework set

- Answering written and calculation questions.
- Memorising financial layouts.
- Preparing for unit tests.

How often

- Weekly.



How parents can help

- Assist with memorising layouts.

The help that is available in school

- Can be arranged - any day before or after school.

Art & Design

Types of homework set

- observational drawing.
- analytical drawing.
- collecting stimulus, eg. magazine cuttings, photos etc. to help generate ideas.
- written work - evaluating an artwork or researching an artist/artwork in response to a set of prompts.

How often

- weekly.



How parents can help

- With drawing type homework – help to choose appropriate subject matter.
- Research type homework – help with access to information or visual material through the library, magazines, leaflets, etc or through the Internet.

The help that is available in school

- Wednesday 3:30 to 4:30pm.

Biology

Types of homework set and how often

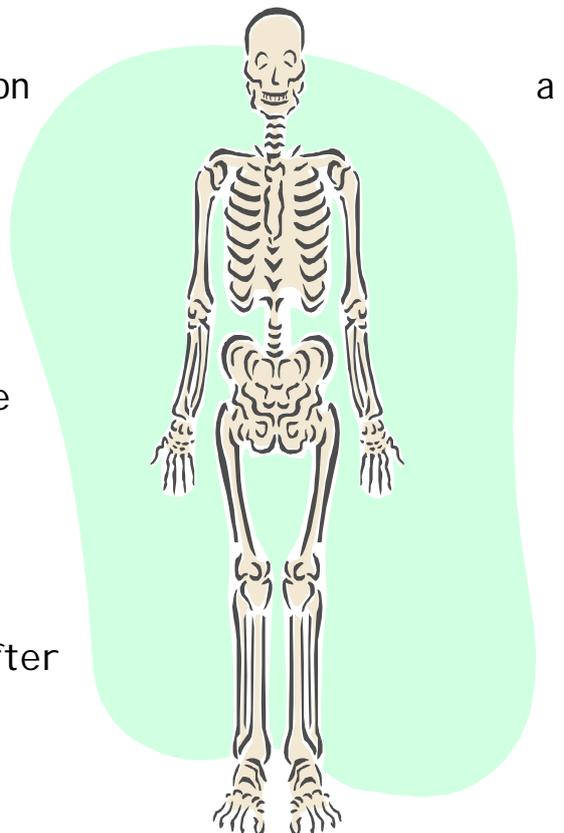
- In Biology we give homework on a weekly basis: alternating between key questions from a text book a sheet of questions, or handouts comprising of past paper questions.
- In S4 the home work is predominantly past paper questions.
- Occasionally there will be weeks where the homework will be to revise for a test or to find something out for a project or preparation for a presentation in class.
- Reading over work done in class or sections from the text books is essential to keep up with the course content.

How parents can help

- Parents can help by asking their child on weekly basis if they have homework, ensuring they have made enough time to do it (at least two to three days in advance in case they need help) and somewhere quiet to do it - this could be to encourage their child to come along to homework help sessions.

The help that is available in school

- Help is available at lunchtimes after 1:10pm but not on a Wednesday.



Business Management

Types of homework set

- Learning key words.
- Written questions.
- Researching.
- Reading.
- Revising for unit tests.

How often

- Every week.

How parents can help

- Encourage them to hand the homework in on time.
- Help them to revise for unit tests by going over key words in their Key Words Jotter.

The help that is available in school

- Help is available before/after school and at lunchtimes by arrangement with the student and class teacher.



Chemistry

Types of homework set

- Homework in S3/4 is based on a mixture of past paper, text book, and printed exercise work. It has been carefully selected to cover the majority of Learning Outcomes in Standard grade.
- Details of all S3 homework are available on the Chem. Dept pages of the School Website.
- S4 Homework (Topic 9 onwards) is past paper based. The work set will be based on the needs of the class with reference to their other assessed work.

How often

- Homework is due most weeks, some homework is personal revision for assessments etc.
- Homework dates are given at least 1 week in advance.
- Students will be given an indication of the time expected to be spent on any task up to 1 hour (S3) or 1.5 hours (S4), a maximum time will also be indicated. (normally 1.5X the expected time)



How parents can help

- All fact based questions in the homework are based on prior work, the best assistance parents can give is to encourage notes and text-book to be read before attempting homework.

The help that is available in school

- Help is available every morning at 8:30am and by personal arrangement.

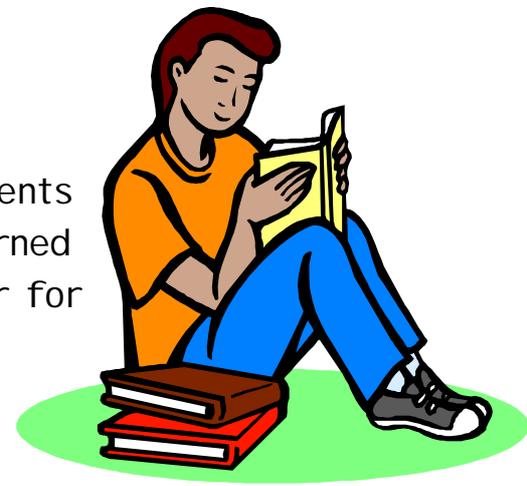
English

Types of homework set

- All English students are encouraged to read literature as part of their homework.
- In S3 - S6 part of the course demands a **Personal Study**. Students have to choose a book, read it carefully and take notes. A final essay is a course requirement. The personal study usually takes place from April to June for S3.
- Close Reading question and answer homework is part of the Intermediate 1, 2 and Higher courses.

How often

- This is usually issued weekly (except when students are studying for Personal Study) and is returned weekly. This homework will take about one hour for Int 1 and Int 2 and 90 minutes for Higher.



How parents can help

- Parents are always encouraged to check homework and if they have any questions to write it in the jotter. The teacher will reply.
- Encourage the reading of a quality newspaper.

The help that is available in school

- Class teachers are always willing to help on an individual basis.

Geography

Types of homework set

- Revision of important key words, geographical definitions and explanations.
- Written exercises based on adjusted or full standard grade examination questions, and set at foundation, general or credit level as required.
- Preparation of short oral presentations.

How often

- Frequency of homework varies according to the type of topic. Weekly / fortnightly settings are used.

How parents can help

- Checking over written exercises
- "testing" revision e.g. Short quiz
- Encouraging their son / daughter to watch programmes with a Geography link e.g. "Planet Earth", reports on earthquakes / volcanoes, certain "survival-type" programmes.



The help that is available in school

- Clear details are given of work being set. These are always in written form.
- Tasks are read through in class to ensure understanding.
- Help is available at any relevant class time, before registration or by arrangement with the class teacher.

German and French

Types of homework set and how often

- Learning vocabulary is a vital part of this process, especially in S1-S3.
- Other tasks include reading a text in German with questions in English, translation and some research;
- Homework is generally set weekly;
- A lot of revision for tests must be completed at home because a lot of practice is required over a sustained period if the student is to be as successful as possible. This applies especially to speaking and writing tests;
- Students are encouraged to access the internet to view topics of interest in the foreign language. They are also encouraged to view DVDs with the language changed to French/German, with subtitles in English. These activities allow them to enhance their knowledge, but also are just to have some fun in the foreign language!

S3/4 Standard Grade German

- Vocabulary learning and revision are still important elements in this course;
- Students are given the opportunity to practise SQA past paper reading questions
- There is a greater variety in the tasks set;
- Students should be consolidating their learning, ie spending some of their homework time allocation reading over work done in class;
- Separate homework booklets will be distributed to students from Unit 11 onwards. These have sections for parental comments, as well as student evaluation.
- A German dictionary is required when working on reading and writing tasks at home.
- Students will be given a monthly homework schedule.

S3/S4 Intermediate 2 German

- A lot of consolidation is required at home in order to succeed in this course;
- Preparation for the final Speaking Test (worth 30% of the final exam grade) is on-going throughout S3/S4. Students are advised to complete and learn short writing tasks to support them in the preparation for this test. They are provided with a 'Speaking & Writing' jotter which they are expected to maintain with redrafted copies of work completed.
- A grammar booklet is also distributed and some tasks are set from this. The grammar booklet is also a good place from which to revise and practise structures and rules.
- A German dictionary is required when working on reading and writing tasks.
- Students will be given a monthly homework schedule.



S4 Intermediate 1 and 2 French

- As above, regarding Standard Grade and Intermediate 2 German. Learning and preparation for tests is also vital.
- Students will be given a monthly homework schedule.

How parents can help

- Ensure there is a quiet place to work;
- Stress that vocabulary learning is a very important homework task;
- Encourage their sons/daughters to speak to the class teacher **well before** the homework due date if there is a problem/query/concern. Students are always given at least 1 week's notice to complete tasks set.
- Provide their sons/daughters with a German and/or French dictionary.
- Check homework planners every evening.



The help that is available in school

- Homework help is available on Wednesdays at 1.10pm in the Modern Languages Department, but it is also often arranged, at a mutually convenient time, between individuals and their class teacher. This may be at interval, lunchtime or after school, where this is possible.
- The Modern Languages Department encourages students to take responsibility for their learning and to approach their teacher for help and/or support as they require it.
- The school library has a selection of German and French dictionaries for reference.

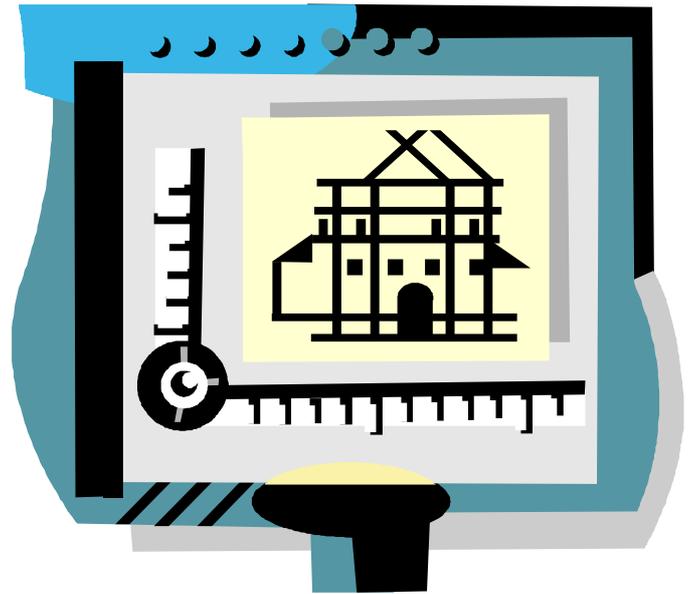
Graphic Communication

Types of homework set

- Formal Drawing exercises.

How often

- Homework will be given out most weeks and completed for the following week.



How parents can help

- You are asked to sign the Homework Record Sheet once the homework exercise is completed. You should add a comment to the homework record sheet if you wish.

The help that is available in school

- A homework help session is held every Monday lunchtime and is set up just for students who are either Standard Grade or Higher Graphic Communication students. These sessions have proved to be invaluable in the past for those students who need extra help with the homework. This time can also be used to catch up on coursework that may have been missed.

History

Types of homework set

- Reading.
- Writing.
- Research.
- Revision.
- Completing classwork.

How often

- Every fortnight - students have an ongoing responsibility to ensure that their classwork is up to date and that they have adequately prepared for assessments.

How parents can help

- Take an interest in what your child is studying.
- Question them about their learning - prior to tests.
- Encourage them to read beyond what is set by the department.
- Encourage them to use the library and internet to further their knowledge.

The help that is available in school

- All year groups - by arrangement with their History teacher.



Mathematics

Types of homework set

- Homework sheets to be completed at the end of each topic.
- Revision sheets.
- Numeracy worksheets.
- Complete class work (for students who have wasted class time).
- Individual revision for tests - learning vocabulary learning formulae and processes.
- Past paper questions.

How often

- Approximately every one to two weeks. In the week that there is no formal exercise, time should be allocated to revision from study booklets.



How parents can help

- As a department we encourage parents to help students with their homework, and if there are difficulties or questions - parents should feel free to contact their child's teacher.
- There are links to web sites from the school home page.

The help that is available in school

- There is a supported study session that runs after school each Thursday for **any** student who wishes to attend. They can receive help with any aspect of their homework or classwork. If this is not suitable they should make alternate arrangements with their class teacher.

Modern Studies



Type of Homework

- Undertaking past paper type questions to develop exam technique.
- Watching news programmes and current affairs.
- Reading newspapers and collecting news articles on issues related to topics being studied in school.
- Undertaking personal research on topics.
- Revision for assessments by producing mind maps and making revision cards.

Frequency

- Homework will be issued at least once a week.
- The amount of homework expected should be between 1 hour and 1 hour 30 minutes.
- Students who are absent for what ever reason, are expected to catch up on the work missed.

How Parents can help

- Take an interest in what your child is studying.
- Question them about their learning.
- Encourage them to watch news programmes and read newspapers and magazines.
- Encourage them to use the library and internet to further their knowledge.

Help that is available

- Students should make contact with their Modern Studies teacher in advance of the due date if they have any difficulty.
- Access to computers and help will be available during lunchtimes and after school if required.
- Should any parents or guardians have concerns about the son or daughter's homework then they should make contact with their Modern Studies teacher to discuss.

Music



Types of homework set

- Instrumental practice.
- Planning of compositions.
- Revision of musical concepts.

How often

- Regular practice of the solo instrument [4 or 5 times a week].
- Composition planning should be done at least once weekly.
- Musical concepts revision notes should be read over once weekly with more focussed revision nearer to tests or exams.

How parents can help

- Provide an area for the practice of the instrument.
- Ask questions on concepts using the Concepts Dictionary.
- Listen to their performances – and offer encouragement.

The help that is available in school

- Access to instruments and instrumental instructors.
- Lunchtime and after school sessions as arranged with the PT Music.
- During Study Leave, extra Listening sessions prior to the final examination.

Physical Education

Core PE



Types of homework set and how often

- No formal homework is given though students may be asked to undertake extra practice at home to assist in improving their performance.
- We also encourage all students to seek ways of achieving one hour of exercise per day.

How parents can help

- You can encourage your son/daughter by helping them practice or complete one hour of physical activity per day.

S3-4 Standard Grade Physical Education

Types of homework

- Homework normally consists of questions from past paper relevant to the current work.
- Students may have to do some prior reading to revise certain topics before the next lesson, or assessment.

How often

- Homework normally will be once per fortnight but certain topics require more frequent homework.

How parents can help

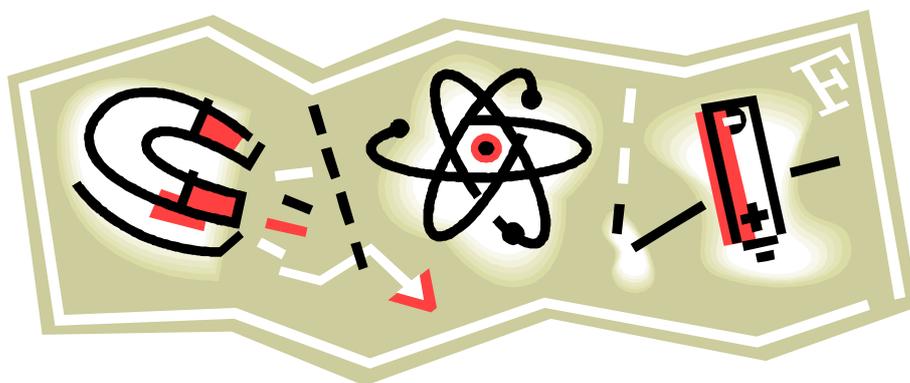
- You can help your son/daughter by taking an interest in the topics and encouraging them to use their booklets for help.

What help is available in school

- Practical improvement opportunities are made available at lunchtime by appointment.
- Theory help given on certain lunchtimes by appointment.

Physics

The Physics department considers homework to be an essential part of learning. Homework is not to be regarded as a test. Students are expected to use all the available resources to research the answers.

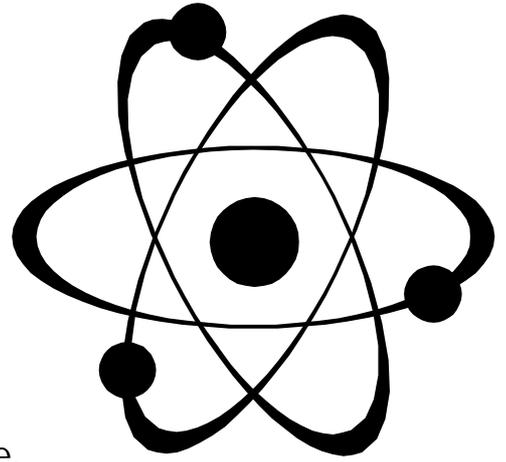


Types of homework set

- A group of exercises will be issued, usually at the beginning of each month. In S3, these will consist of questions chosen from work previously completed in class. In S4, these will consist of questions chosen from previous Standard Grade exams. The dates when exercises are due will be written on each exercise and will also be posted on the classroom wall and in the shared documents folder in the Physics INTRANET site.
- Homework tests will be set periodically which will consist of questions chosen from previous homework exercises.
- Students should also read the pages from the resource books that have been identified in the course booklet.
- Students should attempt to learn the new facts, formulae, symbols and units.

How often

- Students will be encouraged to undertake work at home every week.
- Students are advised to spend an average of 60 minutes on work at home each week. Extra time will be required when revising for tests and exams.



How parents can help

- Ensure that the resource books are used.
- Check that all homework has been neatly done.
- Look at the marks gained in homework and tests and praise good or improved performance.
- Help students to learn by asking questions using summaries, Key Words, etc.
- Contact Mr Macdonald if you have serious concerns – do not wait until the next parents' night.

The help that is available in school

- Homework help is available at 1:10pm on Monday in Science room 05. Homework help is also available from 8:20 to 8:50 every morning.

Practical Cookery Int 1

Types of homework set

- Timeplans – time is allocated in class for the completion of these, one per practical lesson. It is the responsibility of the student to keep these up to date. The timeplans may be required for evidence.
- Research and independent learning in preparation for the Food Hygiene assessments. Students can gain dual certification – REHIS Intermediate Food Handling Certificate and the SQA unit Introduction to Food Hygiene Industry.

How often

- Ongoing.

How parents can help

- Encourage their child to cook more at home.

The help that is available in school

- Ask the teacher when help is required. The department is open to students on a Thursday lunchtime.

Religious and Moral Education

The types of homework set

- Revising: eg revision worksheet prior to National Unit Assessment.

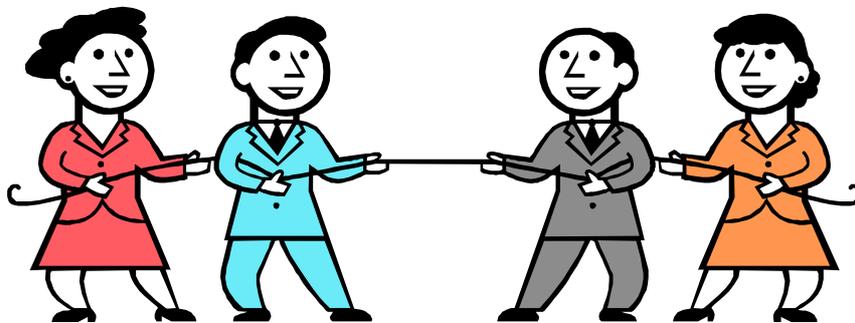
How often

- Once per term.



How parents can help

- Listen and talk with your children about issues and values. Encourage them to understand different view points and to give reasons for their opinions.



The help that is available in school

- Help is available in the Department by appointment at interval, lunch or after school.

Science

Types of homework set

- Homework in S3/4 is based on a mixture of past paper, and printed exercise work. It has been carefully selected to cover the majority of Learning Outcomes in Standard grade.
- S4 Homework is past paper based and reviews all previous work.
- All fact based questions in the homework are based on prior work, the best assistance parents can give is to encourage notes and text-book to be read before attempting homework.

How often

- Homework is due most weeks, some homework is personal revision for assessments etc.
- Homework dates are given at least 1 week in advance.
- Students will be given an indication of the time expected to be spent on any task up to 1 hour (S3) or 1.5 hours (S4), a maximum time will also be indicated. (normally 1.5X the expected time).

How parents can help

- Ensure that the resource books are used.
- Check that all homework has been neatly done.
- Look at the marks gained in homework and tests and praise good or improved performance.
- Help students to learn by asking questions using summaries, Key Words, etc.
- Contact the teacher if you have serious concerns – do not wait until the next parents' night.

The help that is available in school

- Help is available every morning at 8:30am, until 4pm on Tuesdays and by personal arrangement in Science room 02. Other times will be discussed with the class.

