

# **Mohill Community College**

## **HOMEWORK, ASSESSMENT & REPORTING POLICY**

### **The purpose of Homework**

Homework is an integral part of the learning process. Learning continues through the completion of homework. Teachers assign homework for many reasons. Homework can help to:

- Review and practice what has been learned in class during the day.
- Explore subjects in greater depth than is allowed by class time.
- Encourage students to develop skills, confidence, self-discipline and motivation needed to study effectively on their own.
- Make meaningful connections between learning in different subjects.
- Introduce students to independent learning such as the completion of projects, the use of local library for research, and the use of the internet.
- Promotes the involvement of parents/guardians in the management of students' learning.
- Evaluate individual progress and to prepare students for the challenge of examinations.

Homework is an integral part of how the school will gather information about student's progress for the purpose of assessment of learning.

Parent Teacher meetings will facilitate discussion of student progress in the context of homework in support of effective teaching and learning. Parent/Guardian feedback is a key support in guiding the teacher's understanding of an individual student's learning needs and in constructing learning experiences that will best enhance the student's progress and development.

### **Homework Journal**

- From the beginning of First Year each student is expected to establish a homework routine. Each student is expected to keep a record of all homework in his/her journal
- It provides a link between school and home and also gives parents/guardians the opportunity to reinforce the importance of learning.
- Parents/Guardians play a crucial role in shaping good attitudes and habits in relation to your child's homework. We ask that as Parents/Guardians you spend time monitoring your child's Journal, ensuring that homework is being recorded and then completed, according to the needs of the student.
- Journals are regularly monitored by the form teacher and are available to all teachers when they wish to communicate with parents/guardians.

- If for some reason the assigned homework is not done or completed, a note in the journal from a Parent/Guardian explaining why is required.

### **Routine for use of Journal**

- All students must have their journal on their desk in each class every day.
- Each student must record all homework in their journal.
- Homework Journal is a school book and must be kept in a presentable manner.
- If a Homework Journal is lost or defaced it must be replaced by the student immediately.
- Class tutor will inspect journal each week to monitor:
  - a) Recording of homework
  - b) Weekly signature by parents/guardians
  - c) Signatures received by students
  - d) General condition of Journal

### **Types of Homework**

- Homework can be written work, practical work, reflection or learning.
- Homework can be short term i.e. due for the next day or long term e.g. the writing of an essay or the completion of a project.
- In relation to learning homework, it is very important that the student completes this each evening.
- Homework can be in the form of revision of work already learnt.
- All students should spend time at home on their studies whether or not work has been assigned. If no homework has been set, then students have an obligation to go over material they have recently studied in class to make sure that they have fully understood it.

### **Average recommended time to be spent on homework/night**

First Year	1 hour 30 mins
Second and Third Year	2 to 3 hours
Senior Students	3 hours plus

- Teachers will endeavour to be fair and reasonable in their allocation of homework.
- It is important that a student's very best effort is made at all times. When difficulty is encountered, a student should refer to their textbook and to examples given in class. Evidence of a good effort is required.
- Weekend study and revision is essential.

### **Sanctions for homework not completed**

If homework is persistently not presented to a teacher, some or all of the following consequences may apply:

- Student may receive a signature.
- A teacher may send a note home to a Parent/Guardian via the Journal.
- A teacher may implement their own disciplinary measure.

- A teacher may refer an ongoing issue with homework to the Year Head.
- The school may contact a Parent/Guardian. Likewise Parents/Guardians may contact the school if there is an issue with Homework which requires discussion.

## **ASSESSMENT**

Assessment of students typically involves in-class tests, Christmas and Summer exams, and Second and Third Year CBAs (Classroom Based Assessments). In addition, examination classes will participate in mock examinations and in their State Exams in Third and Sixth Year. Assessment of students also includes diagnostic testing.

### **Why Assessment is important**

Assessment is about measuring what someone has achieved and it usually involves giving feedback of some kind to the student. Effective assessment requires a positive association between assessment and the process of teaching and learning. Assessment takes place for the following reasons:

- To oversee a student's progress in order to observe what and how the student is learning. This allows the teacher to adapt their teaching strategies and learning activities, if necessary, in order to progress students learning.
- To inform parents/guardians and students of their progress.
- To provide baseline data of students' achievements in different subjects.
- To establish levels for students in each of their subjects.
- To ascertain if a student may require additional support and services and to inform consultations with the NEPS psychologist where necessary.

### **How we Assess**

In accordance with *The Education Act 1998* the school develops assessment procedures which provide an accurate account of a student's progress and achievement. This is achieved through the adoption of the Assessment for Learning and the Assessment of Learning approaches.

### **Assessment for Learning**

The purpose of Assessment for Learning is to help students improve their learning. It is to inform the next stage in the learning experience for the student. It is about teaching students how to learn.

Teachers will set homework in each curriculum area and will assess it by making comment on the merit of the work and guiding the student towards areas for improvement or revision.

Assessment for Learning may be approached differently for individual tasks or individual students depending on student's progress.

### **Assessment of Learning**

Assessment of Learning provides a record of the student's progress and attainment, whether at a subject or school level, at the end of a given period of learning. This method of assessment includes:

- Class tests (at the end of a unit or topic)
- Term tests
- Summer and Christmas class tests
- Classroom Based Assessments in Second and Third Year
- Mock exams
- State exams for Junior Cycle and Leaving Certificate students

## Assessment Tools

Methods of assessment and feedback will vary from teacher to teacher and from task to task. Assessment may include:

- Teacher Observation
- Questioning and Discussion
- Oral feedback
- Samples of students' work
- A written comment/grade
- Self-assessment using a mark scheme and/or criteria based marking
- Peer assessment
- Formal tests/Summer and Christmas tests
- Mock exams/State exams
- Classroom Based Assessments
- Standardised tests/Diagnostic tests

## Key Changes in Assessment practices

**CBAs** in Second Year will be reported on both informally and formally by the class teacher. Second Year CBA Results Report will replace Summer Report. **CBAs** in Third Year will be reported on both informally and formally by the class teacher. Third Year CBA Results Report will replace Christmas Report. There will be no opportunity for “Mock CBAs” in advance of CBAs.

Assessment and Reporting are part of subject and lesson planning. The above arrangement for reporting on CBAs in place of Christmas/Summer report does not remove the opportunity for classroom based assessments which will be reported on informally.

# REPORTING

The *Framework for Junior Cycle (2015)* states that reporting at Junior Cycle aims

- to contribute to the personal and educational development of students,
- to support and underpin ongoing learning and assessment,
- and to be manageable, accessible and effective for the school, teacher, students and parent/guardians.

We in Mohill Community College embrace those aims and the following *Guiding Principles* as our own.

Planning for Assessment and reporting will be part of subject and lesson planning.

## Reporting, Lesson Planning and Guiding Principles

In all our Reporting we accept the *Guiding Principles on Reporting* which include:

- Authentic engagement with parents
- Opportunities for students through feedback to reflect on their learning
- Valuing the professional judgement of teachers
- Reporting to be manageable and not take away from teaching and learning
- Clear communication of students' progress in learning
- Provide information on a broad range of achievements
- Sensitive to the self-esteem and general wellbeing of students and take an inclusive approach

(from Junior Cycle Booklet *Ongoing Reporting for Effective Teaching and Learning*)

## When we Report to Students and Parents/Guardians

Each student will in each year receive two formal reports on their learning progress and achievement in subjects, short courses or L2LPs.

	1st Year	2 <sup>nd</sup> Year	3rd Year	TY	5 <sup>th</sup> Year	6 <sup>th</sup> Year
Christmas Report	✓	✓		✓	✓	✓
Summer Report	✓			✓	✓	
Report on 2 <sup>nd</sup> Yr CBA		✓				
Report on 3 <sup>rd</sup> Yr CBA			✓			
Report on Mock Exams			✓			✓

Formal Reports will be published on VSWare and will be accessible to Parents/Guardians.

In addition to opportunities for formal reporting – written reports on VSWare and Parent Teacher Meetings - there will be opportunities for reporting to students.

## How we Report

**Class tests** will be reported on informally by the class teacher and will provide opportunities for students, through feedback (written or oral), to reflect on their learning.

**Diagnostic** test results will be reported on to parents/guardians and students by the test administrator. This may be oral or written.

**CBAs** in Second Year will be reported on both informally and formally by the class teacher. Second Year CBA Results Report will replace Summer Report.

**CBAs** in Third Year will be reported on both informally and formally by the class teacher. Third Year CBA Results Report will replace Christmas Report.

**Christmas and Summer tests** will be reported on in formal written reports (VSWare) in First, Fifth and Sixth year, based on in-class assessments in each subject. The format will be a grade or mark and may include a comment.

**Mock Exam** results will be reported on (VSWare) using the format of a grade or mark and may include a comment.

**State Exams** – the *State Examinations Commission* will issue Leaving Cert students a certificate with provisional results in the August of their exam year. A finalised Certificate of Results will issue in the following year. The *State Examinations Commission* will issue Junior Cert/Cycle students a certificate with provisional results in the September of their exam year. The school will incorporate finalised results into the Junior Cycle Profile of Achievement for each student. The JCPA document will also include results from school based Assessment Tasks and students' *Other Areas of Learning*.

This Policy may be read in conjunction with other school policies.

**Original Homework and Assessment Policy was approved by the BOM: 30<sup>th</sup> April 2013**

**This revision of Policy aims to reflect changes brought about by Junior Cycle and to provide a clear roadmap for us 1<sup>st</sup> – 6<sup>th</sup> Year how and when we will report.**

**Approved by the Board of Management 4<sup>th</sup> October 2021.**

**This Policy will be reviewed regularly.**