



**The Telford Langley School**  
**ENSURING EXCELLENCE**

## **Homework Policy**

Approved: Autumn 2023

# Homework Policy

<b>Policy Name:</b>	Homework Policy
<b>Policy Owner:</b>	Mrs R Wright, Deputy Headteacher
<b>Last Reviewed:</b>	Autumn Term 2023
<b>Policy Approved \ Ratified by:</b>	School Standards Committee
<b>Term Policy Approved:</b>	Autumn Term 2023
<b>Next Review Due:</b>	Autumn Term 2024
<b>Document Version:</b>	2.0

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# 1. Homework Expectations

Homework tasks are set for all our students. Through homework, students become flexible independent learners able to cope with the demands of a future working life.

Students are rewarded for completion of homework tasks to a high standard.

## Pupil Expectations

- Complete **20 minutes of homework per subject each evening** using the timetable below; (3x20min equals 1hr in total each day)
- Complete a minimum of **two full pages in your Knowledge Workbook every day**; (If you need a new Knowledge Workbook please go to RM13)
- Make sure your **handwriting can be read by everyone**;
- **Spell accurately** using the Knowledge Organiser to correct any incorrect spellings;
- Use the Knowledge Organiser after you have finished, to **mark and correct (in purple)** your own work;
- [The Telford Langley School - Knowledge Organisers](#) watch the video on the school website to find out how to use Knowledge Organisers.
- Complete homework according to the homework timetable.

### Year 7/8/9 Homework Timetable

Day	Subject	Subject	Subject
Monday	Art	Computing	English
Tuesday	Performing Arts	Geography	Maths
Wednesday	History	Music	RE
Thursday	MFL	Science	PHSE
Friday	PE	Design and Technology	Reading/Numeracy

### Year 10/11 Homework Timetable

Day	Subject	Subject	Subject
Monday	Block A	Block B	English
Tuesday	Block C	Block D	Maths
Wednesday	English	Block A	Block B
Thursday	Maths	Science	PHSE
Friday	Science	Block C	Block D

#### **How parents/carers can support**

- Check your child has access to a laptop/home computer with teams downloaded. (if they do not have access, please email [langley.homelearning@taw.org.uk](mailto:langley.homelearning@taw.org.uk) to make the school aware).
- Make sure your child knows how to access teams and they can see all their classes as soon as possible (if there are any issues, please email [langley.homelearning@taw.org.uk](mailto:langley.homelearning@taw.org.uk)
- Make sure throughout the school year your child is doing at least 2 hours a week on teams accessing their class teams. This is vital if they are to reinforce key knowledge.
- Regularly engage with your child's home learning through quizzing and ongoing knowledge retrieval using the [knowledge organisers](#)

#### **How school will support**

- Lessons and supporting resources will be uploaded to class teams by the subject teacher to ensure that pupils not in school can access the resources as well as allowing pupils following the lesson to revisit key knowledge.
- Staff will upload resources to pupils' individual class teams to support learning being reinforced or to allow additional understanding to be developed.

- Technical support will be given to parents if required to help them in ensuring access to the resources at home or advice on home learning generally by emailing: [langley.homelearning@taw.org.uk](mailto:langley.homelearning@taw.org.uk)
- Homework club will be offered in the Learning Resource Centre after school everyday to ensure all pupils have access to a quiet learning space and access to laptops.
- Children who struggle to complete homework will be supported by the school. Please contact us to let us know if this needed.

## 2. Homework Platforms and Resources

Teachers may provide paper-based tasks for pupils to complete as homework to reinforce key knowledge and to support recall. However, most homework will be allocated using **Microsoft Teams** as the key resource to develop a 'blended learning' model.

### Microsoft Teams - Assignments

When students visit their class teams, they will be able to access their homework tasks via the assignments tab and upload their completed work. They will also be able to access any subject resources such as teachers notes, lesson presentations or revision guides.

Microsoft Teams can be accessed in three ways:

- Using the Office 365 website: [www.office.com](http://www.office.com)
- Using the dedicated Microsoft Teams application for Windows or Mac OS by [clicking here](#).
- Using the Microsoft Teams app available for iOS or Android. [Click Here for the iOS App](#) / [Click Here for the Android App](#)

### 3. Parent and Pupil Guide to Microsoft Teams

Welcome to the parental guide for our new innovative digital learning platform, as a school we believe using Microsoft Teams will support our students learning both with their face-to-face learning and outside of the classroom. This is part of the Blended Learning approach that we are using to engage pupils fully in their learning both in school and at home.

#### Logging in via a PC or Laptop

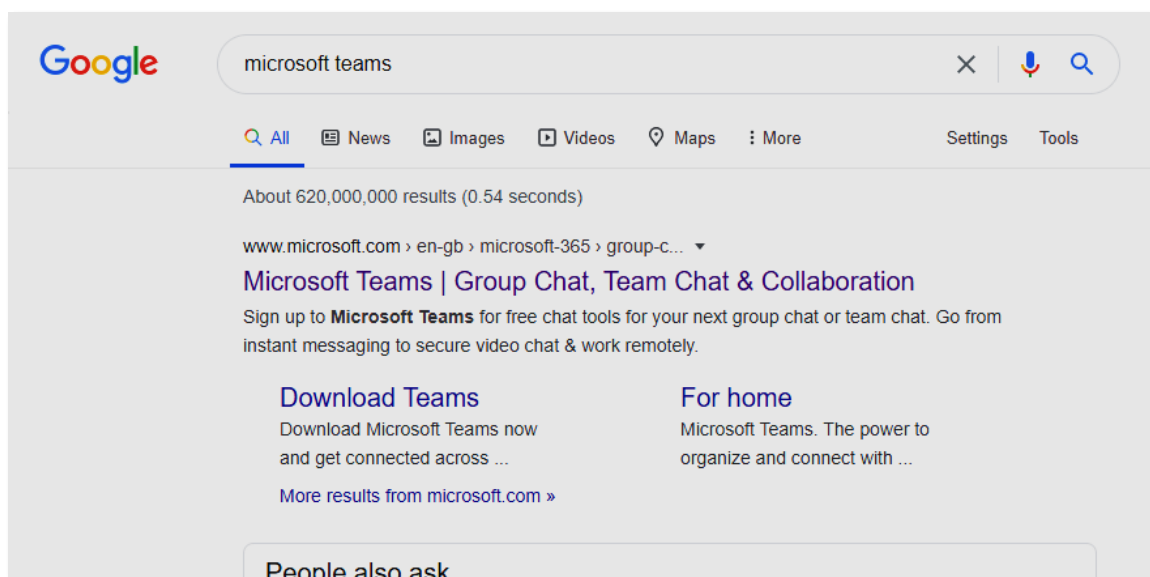
We recommend using Google Chrome



or Microsoft Edge



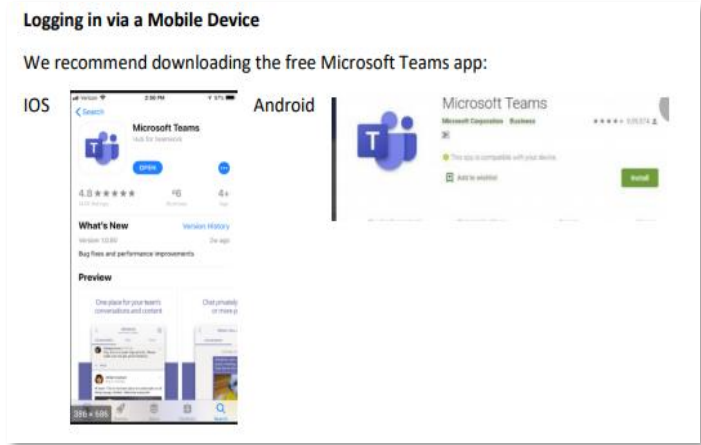
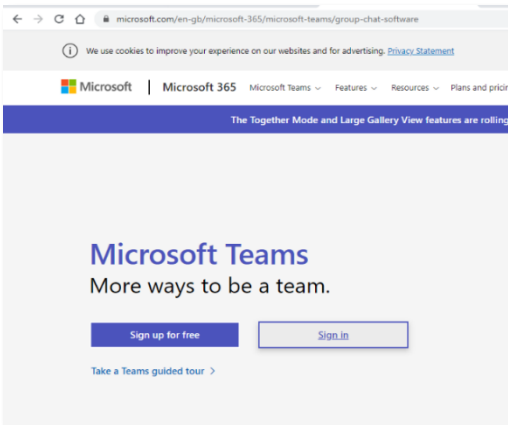
#### 1. Search for Microsoft Teams



**Direct Link** - <https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/log-in>

**School Website** – There is a link to Microsoft Teams from the Home Learning page of the website.

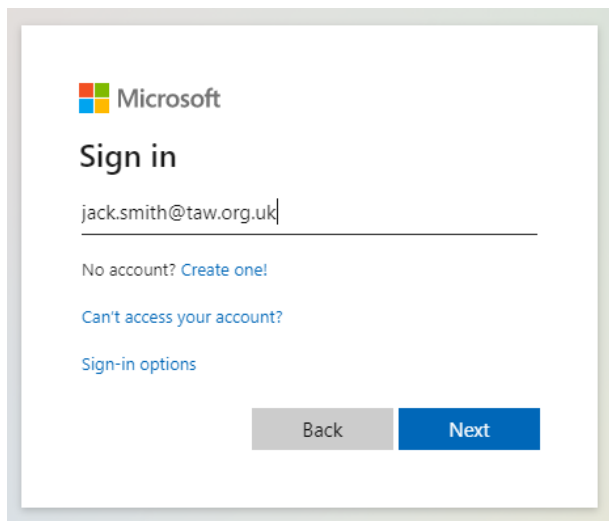
2. once on the site click the sign in option. (There is a guided tour on this page if you want to learn more about Microsoft Teams)

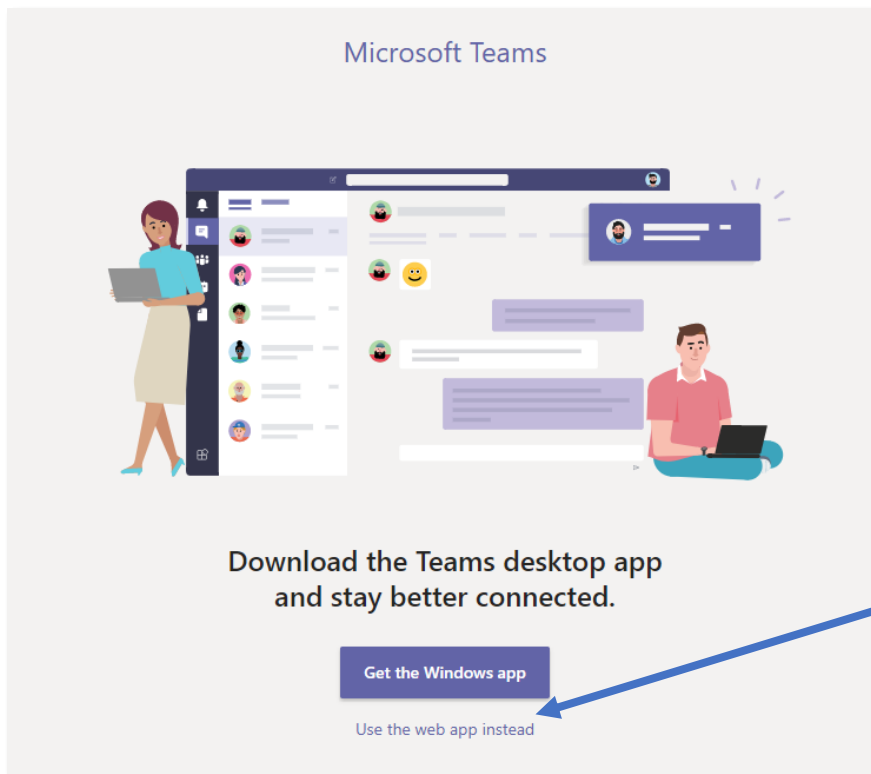


3. You will be asked to sign in by entering your email address and password.

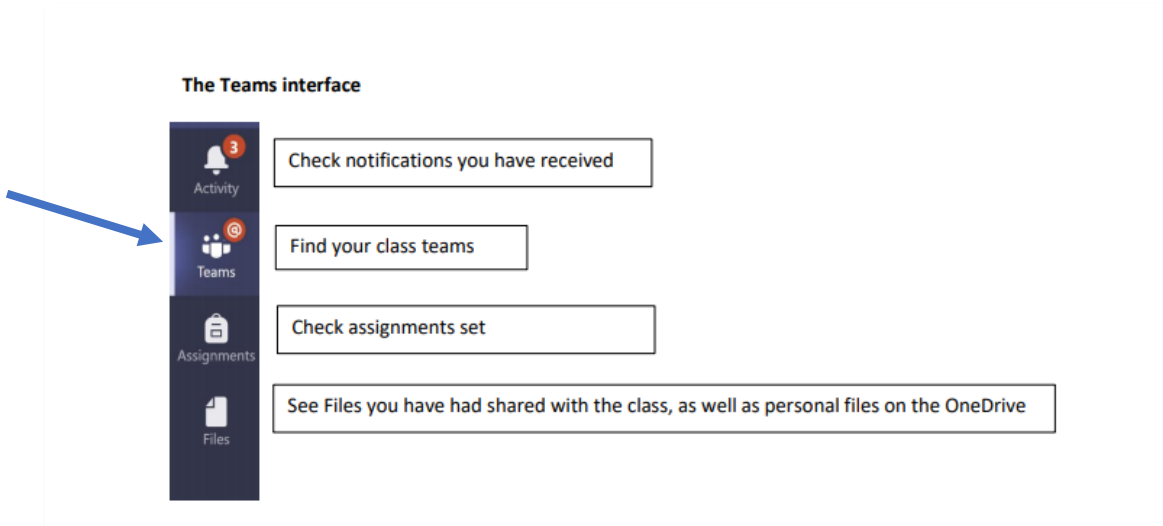
Your email address will be the same one that you use in school (for example if your name is Jack Smith this would normally be [jack.smith@taw.org.uk](mailto:jack.smith@taw.org.uk))

Your password is your usual network password you use in school to access the computers. If you have any problems logging in please contact the school by emailing [langley.homelearning@taw.org.uk](mailto:langley.homelearning@taw.org.uk)





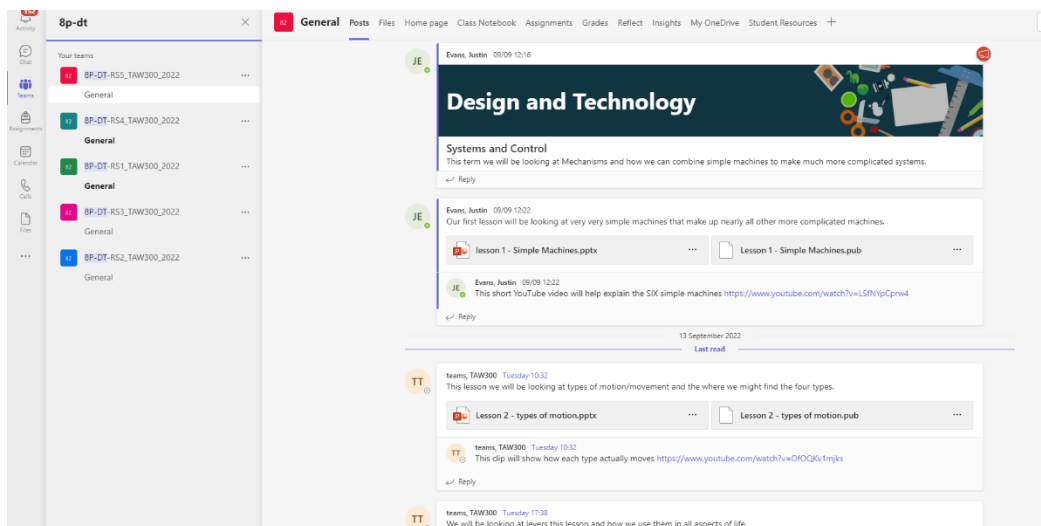
4. Click – Use the Web App.



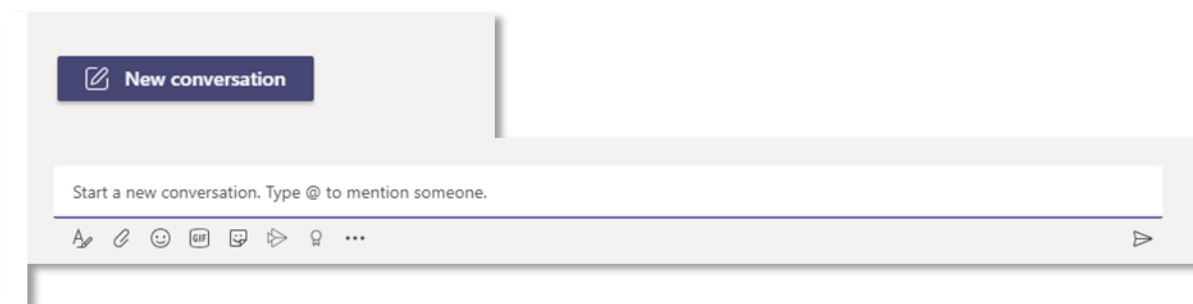
4. To access the teaching groups you will need to click on the Teams option and find the team that is your specific group (e.g. if you are in English set 2 look for 8-EN2). Here you will find information on your lessons, copies of PowerPoints, worksheets and other important information to help further develop understanding of a subject or topic.







To post a question once in the channel you can click on the new conversation button and post your message – you can also respond to your teachers posts.



### Communicating within a Team

Microsoft Teams is part of our school Learning Platform to support students learning both face to face and beyond the classroom, please encourage students to:

1. Like a post, using an appropriate icon, so teachers can check that important messages have been read.
2. When asking a question based on a teacher post, to reply to the thread rather than create a new conversation.
3. To not use Microsoft Teams as a social platform, it is to access learning materials, class assignments and homework. Ensure you have read the 'Acceptable use policy'. Our virtual school runs under the same rules as 'The Telford Langley School'. Appropriate action will be taken if students misuse the system.

As always if you have any questions relating to home learning please email [langley.homelearning@taw.org.uk](mailto:langley.homelearning@taw.org.uk)

## Subject Specific Digital Learning

### Maths

Sparks Maths is a fundamental tool to enhance pupil learning and progress. Maths teachers will provide login details to pupils and demonstrate how to use this digital platform.

[Sparx Maths](#)

### Science

Educake is used in Science to increase pupil knowledge and support any gaps in knowledge or address misconceptions. Science teachers will provide login details.



## Educake Student Guide

[www.educake.co.uk](http://www.educake.co.uk)

### What is Educake?

- Educake is a website for homework, classwork, and revision.
- Teachers can set you homework.
- You can set yourself revision quizzes.
- You can use Educake on smartphones, tablets, and computers.



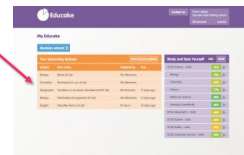
### How do I log in to Educake?

1. Go to [www.educake.co.uk](http://www.educake.co.uk).
2. Click on the "Student login" button.
3. Type the username and password your teacher gives you (for your first log in attempt your password is the same as your login, you then set your password. If you forget it, ask your teacher to 'reset it' back to your username)
4. Your username is:  
first name + first letter of your last name + a four digit number  
For example, Brian Pie's username is brianp0009.



### How do I do homework and classwork?

- Quizzes that your teachers have set you are in orange.
- Click on a quiz to answer the questions.



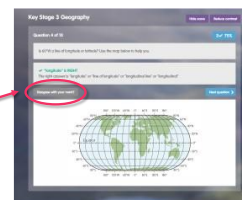
### What are Educake quizzes like?

- Educake quizzes are made of short questions.
- Some questions are multiple choice.
- For other questions, you need to type in an answer.
- You can make small spelling mistakes, but you should try to learn the correct spelling.



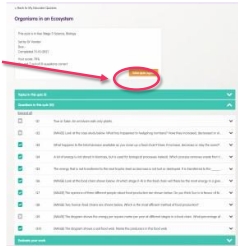
### What are Educake quizzes like?

- After you answer a question, you get feedback straight away.
- You can ask your teacher about a question here.
- If you misspell your answer, write the correct answer in a slightly different way or would like the teacher to double check it, click the 'disagree with your mark' button, and type a reason why in the box. Your teacher can then check it.



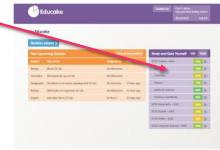
## What are Educake quizzes like?

- When you finish a quiz you can see your results.
- You can take the quiz again here:



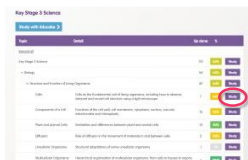
## How do I view my progress?

- You can see your subjects here:
- Subjects you know well are green.
- Subjects you need to revise are red.
- Click on a subject to see its topics.



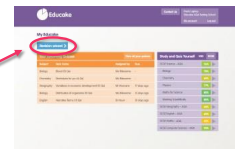
## How do I revise independently?

- When you click on a subject, you'll see a list of all its topics.
- Topics you know well are green.
- Topics you need to revise more are red or orange.
- Click "Study" next to the topic if you want to revise it:



## How do I revise independently?

- You can also let Educake choose a topic for you.
- Click on the blue button here:
- You can learn something new, revise a past topic, or let Educake pick.



## To sum up Educake

To sum up Educake:

- Your teachers can set you quizzes.
- You can set yourself quizzes.
- Educake shows you which areas you know and which areas you need to revise.
- Keep practising! The more you answer questions, the better you will learn.

Check out "Educake for Parents" on Vimeo <https://vimeo.com/823681301>

Check out "Educake for Students" on Vimeo <https://vimeo.com/823680680>

# PE

Pupils completing a PE qualification in year 10 or 11 will have access to The EverLearner. PE teachers will share all login details with pupils

## [Home :: The EverLearner](#)



### What is The EverLearner?

- > The EverLearner is a website for homework, classwork, and revision.
- > Teachers can set homework, assignments and tests.
- > You can use the practice tests yourselves for each unit.
- > You can use The EverLearner on smartphones, tablets, and computers.

### How do I log in to The EverLearner?

1. Go to [www.theeverlearner.com](http://www.theeverlearner.com)
2. Click on 'your account' on the top right of the screen.
3. Your username is your school email address (ending in @law.org.uk) and if you have already set a password, it will be whatever you have chosen.
4. The first time you log in, click 'your account' and then click 'forgot password'. You can then enter your email and a link will be set to reset your password.

The screenshot shows the login page with a "Log in" button and a "Forgot password" link. A red circle highlights the "your account" link in the top right corner.

### How do I do homework and classwork?

- > Your 'dashboard' will show which courses have been assigned to you to work through.
- > You can then access each unit of the course.
  - > Within here will be each section (for example the skeleton, the joints, muscles etc.) for you to watch videos and make notes.
  - > You can then 'test yourself' either in test mode or practice mode.
  - > When you are ready, you can complete the checkpoint.
- > You can access any section of the course at any point for independent learning/revision.

The dashboard shows a grid of course cards. One card for "Physical Education" is highlighted, showing a "See course" button. Another screenshot shows a course unit page with a "Practice makes perfect" section and "Start Learning" buttons.

### How do I complete tests?

- > Each unit will have lesson videos to watch, split into each section for that unit.
- > Clicking on 'Notes' on the top right of the screen allows you to make notes online as you are watching the video.

The screenshot shows a video player interface with a "Notes" button in the top right corner.

### How do I complete tests?

- > Each unit you will have the chance to do a test in 'test mode' when you are ready. The screen will look like this:
- > Your score will then be recorded, and your teacher will be able to see what you have achieved.

The screenshot shows a confirmation screen with a "Start Test" button and a message: "You're about to start test mode. In test mode we'll record your score and report it to your department. Your teacher will be able to see what you've achieved!"

### How do I complete assignments?

- > If you have been set an assignment by your teacher, click on the tab at the top labelled 'assignment/exams'.
- > Any assignments you have been set will show up in the 'open now' section.
- > Any assignments set for the future will appear under 'future assignments'.

The screenshot shows the "Assignments/Exams" tab with two sections: "Open now" and "Future assignments".

## 4. Online Safety

It is important to ensure all pupils are safe when they are online therefore, all stakeholders have a duty of care to ensure this is applied.

### **Staff responsibilities;**

- report any suspected misuse or problem to the Headteacher/Senior Leader/Online Safety Lead for investigation/action/sanction.
- all digital communications with students/parents/carers should be on a professional level and only carried out using official school systems
- websites checked as suitable for pupil use

### **Student responsibilities;**

- understand the importance of reporting abuse, misuse or access to inappropriate materials and know how to do so
- know and understand policies on the taking/use of images and on online bullying
- should understand the importance of adopting good online safety practice when using digital technologies out of school and realise that the school's online safety policy covers their actions out of school, if related to their membership of the school

### **Parents/Carers responsibilities;**

- ensure that their children understand the need to use the internet/mobile devices in an appropriate way
- support the school in promoting good online safety practice