



KING JAMES'S SCHOOL, KNARESBOROUGH  
**POLICY STATEMENT**



# Independent Learning Policy

## RATIONALE

- Independent Learning is defined as 'any work or activities which students are asked to do outside lesson time'.
- All work of this nature should have a clear purpose.
- The purpose of any Independent Learning may include:
  - to encourage students to develop the skills needed for independent learning to consolidate, reinforce and broaden the skills, knowledge and understanding developed in the classroom
  - to enable students to meet the demands of examined courses including coursework where relevant
  - being part of a revision programme in preparation for school and public examinations
  - sustaining the involvement of parents and carers in students' learning and keeping them informed about the work students are doing

## PRINCIPLES FOR ALL DEPARTMENTS TO FOLLOW

- Independent Learning tasks should be clearly identified in departments' schemes of work.
- All such tasks should be planned as an integral part of the lesson.
- Any Independent Learning tasks should have a clear purpose rather than used to fill time.
- It is preferable that such tasks are set during rather than at the end of the lesson.
- Independent learning tasks should be written down accurately in planners, with clear deadlines for completion, by all students. All revision tasks should be written in Planners. (It may be necessary to write tasks on the board, especially for students in lower sets. We need to ensure that sufficient time is allowed for this to be carried out.)
- The school provides a range of facilities to support students doing out of lesson work, including Homework Club and the opening of staffed library and ICT facilities before and after school hours for all year groups.
- Independent learning resources should be made available to the student. If these are electronic, all students should be able to access the software e.g. using Fronter to house resources.

## **Rewards and Sanctions To Be Applied By All Departments**

### **Rewards**

Whilst departments may have slight variation (e.g. Student of the week etc) departments are expected to reward using verbal praise, stamps, postcards, note in planner or letter home for either high levels of work or effort.

### **Sanctions**

There may be some variation of these at Key Stage 5.

Non completion of homework is addressed initially by the subject teacher in question. Students should be given every opportunity to hand in work within the next 24 hours with a note in the planner to inform parents.

If no good reason is forthcoming from the pupil after this point, it will entail a short detention, note in the planner with a revised deadline.

Further non completion will result in a departmental detention, entry onto Bromcom and a standard letter home.

Continued non completion of homework after this point will result in Senior Staff detention. At this point the issue should also involve the Learning Manager.

Learning Managers have the best knowledge of individual students in their year groups and may inform departments that a different sanctions policy may be more suitable. However, departure from the above policy is determined by either Learning Managers or the SEN department.

## **ROLES AND RESPONSIBILITIES**

All teaching staff:

- follow the department policy for the setting and marking of extension work.
  - follow the school policy for rewards and sanctions
  - liaise with SEN staff on setting work for students needing support
- Heads of Department/Faculty:
    - develop and monitor department practice is in line with school policy
    - develop, with their team, extension tasks which are integral to schemes of work.
    - respond to parents' queries and concerns about extension work in their subject area
  - Head of Learning Support:
    - monitor homework set for SEN students and support offered
    - monitor and develop Homework Club
  - Deputy Head i/c curriculum will have an overview of school policies and will monitor the appropriateness of the work being set.

- Students - record and complete all extension tasks set
- Parents - support students in managing and completing work; sign planners

## **MONITORING**

The policy will be monitored by the following, as outlined in Roles and Responsibilities:

- Heads of Department/Faculty
- SLT i/c Student Services will monitor intervention and related rewards and sanctions
- SLT i/c Curriculum will monitor policies and standards of work set
- Key Stage Coordinators as appropriate

The Governors will be responsible for approving the policy and any amendments suggested.