

September 2011

Dear Parents and Carers,

Home Learning Arrangements for the Academic Year 2010-11

Home Learning is an important element in each student's education at St John's School and I enclose with this letter the Home Learning timetable for your child for this Academic Year. Overleaf, you will also find some helpful guidelines on how you can support your child.

Appropriate Timings: the amount of Home Learning set will vary according to your child's age and ability and this should increase as your child moves up the school. Government guidelines, however, suggest:

Students in Years 7 and 8 should spend 45 - 90 minutes daily on Home Learning

Students in Year 9 should spend 1 - 2 hours daily on Home Learning

Students in Years 10 and 11 should spend 1½ to 2½ hours daily on Home Learning

Home Learning will not always require a written task to consolidate what has been taught in lesson time. It may require reading over notes, or learning new vocabulary (often the case in Languages). Students may be required to undertake independent research. Students should establish a routine of doing this in order to reinforce their ability to learn new skills and knowledge.

Some Home Learning tasks may take the form of a project, coursework or a larger assignment which will require sustained effort over a longer period. This is particularly relevant in Key Stage 4. **It is essential that your child plans effectively to complete such Home Learning tasks to meet the deadlines for handing in these assignments.**

Virtual Learning Environment (via the School's website): the Virtual Learning Environment (VLE) is being used increasingly to set Home Learning. In the future, parents will be able to monitor their child's educational progress through the VLE via the school's website. All St John's students have now been supplied with VLE passwords. If your child has forgotten his or her password, these can be obtained from the ICT Department at the school at ictsupport@st-johns-epping.essex.sch.uk . If your child is not able to access the Internet at home, there are plenty of computers available at school for them to complete tasks at school. The School's Engineering Suite, for example, is open at lunchtime for students to complete home learning tasks.

In addition to written Home Learning set for English, all students will be expected to undertake extra personal reading at home each week and their progress will be monitored. This reading can be used to support your child's progress in all subject areas.

/continued overleaf

Important Guidelines for Parents:

- Check that Home Learning is being set regularly according to the Home Learning Timetable
- Sign the appropriate space in your child's Student Planner at the end of each week to confirm the completion of Home Learning.
- If you have any concerns about Home Learning, you should contact your child's Form Tutor in the first instance by telephoning the school or writing a note in the Student Planner.
- Ensure that you help your child establish a routine so that he/she can comfortably complete Home Learning tasks.
- Try to find a space such as a desk or table that is free from distraction for your child.
- Encourage your child to use reference materials such as libraries, books, newspapers and the Internet (under supervision), so that Home Learning can be completed to the highest possible standard.
- Maintain a dialogue with your child about their progress in each subject.

If you have any concerns or require further clarification about Home Learning at St John's School, please do not hesitate to contact me at School at rahrens@st-johns-epping.essex.sch.uk or on 01992 573028, extension 218. I will respond as soon as I can.

Please complete and sign the attached reply slip to confirm receipt and understanding of the information contained in this letter.

Yours faithfully,

**Mr R Ahrens,
Associate Leader**

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REPLY SLIP – please return to your child's **FORM TUTOR** by Monday 12th September 2011

Name of student _____ **Form** _____

I confirm that I have received the letter and enclosure about Home Learning, dated September 2011

Signed _____ date _____
(Parent/Guardian)