



Ardscoil Rath Iomghain Homework and Study Policy

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Mission Statement

Our school, being a source of pride in the community, aspires to the holistic development of all its students, embracing the physical, mental, emotional, spiritual dimensions of their lives.

Students should be challenged and encouraged to achieve their full potential through recognition and reward of their effort and responsibilities, allowing them to feel confident in their ability to take their place as valued members of our society. Cultural differences should be respected.

The good name of the school and reputation of the school as an institution must be nurtured and protected for the benefit of all pupils. Each of the partners, teachers, parents, has roles and responsibilities which must be fulfilled if successful educational outcomes are to be achieved.

Rationale

This is a whole-school policy and as such impacts on students, parents/guardians and teachers at all levels throughout the school.

To achieve our mission statement a homework/study ethic is essential to enable staff to assist students reach their full potential. Effective homework/study has positive and beneficial effects in reinforcing and facilitating learning, stimulating thinking, encouraging active independent learning as well as developing and fostering a closer relationship between learning in school and at home.

Teachers of Ardscoil Rath Iomgháin place great emphasis on setting purposeful, well planned homework as well as providing regular feedback as part of Assessment for Learning.

The first step in becoming a successful student is to become motivated. We encourage students to think about what they hope to achieve in school and set realistic goals for themselves.

The purpose of Homework/Study

Ardcoil Rath Iomgháin accepts the principles that homework/study is a crucial link between teaching and learning.

Homework/study:

- Helps teachers and students assess learning and progress
- Reinforces the learning that takes place in the classroom
- Provides students with the opportunity to understand, practice, reinforce, apply or improve acquired skills and knowledge
- Can play a significant role in student motivation
- Offers an opportunity to develop links between parents/guardians, teachers and students.
- It provides parent(s)/guardian(s) with opportunities to monitor their child's learning and progress
- Instils in students a spirit of self reliance, independence, co-operation, and responsibility thus fostering lifelong learning skills
- Is crucial to improving student academic performance as it:
 - Encourages the development of regular study.
 - Stresses the importance of and builds confidence in the area of learning.
 - Encourages regular revision which is necessary for good exam performance
 - Provides students with opportunities to develop their powers of concentration & attention, organisational & time management skills.

Whole school approach to Homework and Study Skills

The school expects that all homework will be completed on time and to the best of a student's ability. The school supports students in their endeavors in the following ways:

- Each student has a homework journal. Students are asked to record all aspects of homework for every subject.
- Time is given during class to record assigned work. Journals are not private to students and act as a link between parents / guardians and teachers.
- Homework is corrected regularly and in a timely fashion.
- Students are encouraged to track their progress in subjects in their School Journal.
- Study Skills workshops are provided to all students.
- Evening study is provided after school from Monday to Friday.
- Homework Club is provided to some students after school on Monday - Thursday.
- Homework is differentiated to challenge and meet the learning needs of all students.
- The school provides pens, pencils, colouring pencils, copies and certain subject specific materials to aid students in their studies.

- We emphasise the importance of homework/study at all our parents/guardians' information evenings.
- All parents/guardians can check if homework is not completed on VShare
- Some teachers may prefer to use Google Classroom to record/display homework. In this case homework should still be recorded in the journal, for example, 'Homework on Google Classroom' should be written.

Forms of homework

The following is a non-exhaustive list of examples of homework:

- Written assignments
- Reflections on in-class learning
- Online learning assignments
- Revision work
- Collecting information for project work
- Listening to CDs/aural work
- Watching educational documentaries on television, Google classroom or other digital platforms
- Drawing
- Reading
- Preparing for debates/CBA work/class test/school tests

Guidelines for completing homework

- The school expects that all homework will be completed on time and to the best of the student's ability.
- All homework is to be recorded by the student in the student's homework journal.
- Students are expected to present homework in a tidy and organised manner. To facilitate this students are expected to give due diligence to its completion and presentation.
- Students are accountable for all homework assignments given, even if they are absent from class. If a student is absent from class due to illness or extra curricular activities it is the responsibility of the student to catch up on the work they have missed.
- A note from home must be presented to the teacher excusing the student from having no homework. This should only be used in exceptional circumstances.
- Revision is a vital part of homework as it is key to ensuring that a student develops and retains knowledge of material covered in class in earlier weeks, months or years.

Study

Study is the time and attention that you devote to gaining knowledge in preparation for assessments.

When studying:

- Setting goals will enable you to maximise your time and will help motivate and inspire you. It is important when setting these goals they are SMART - Specific, Measurable, Attainable, Realistic and Time-bound. These goals can be broken down into daily, weekly and term tasks.
- Good organisational skills are essential for effective study to occur.
- Ensure that you have a study plan and keep to it.
- Ensure you have the relevant books, exam papers and study equipment needed to revise.
- Good time management can make a difference in achieving desired exam results so use your time wisely and be productive.
- Use the POKER system to supercharge your study;
 - Pre-test - what do you know
 - Overview - breakdown the topic into headings
 - Keywords - highlight keywords in each topic
 - Etch & Sketch - use memory tools like mind maps
 - Retest - test what you have learned, this will give you confidence
- Write outline answers to possible questions.
- Write out the main points of a chapter.
- Recite aloud when recalling notes.
- Try solving a problem or answering a question you have not attempted before.
- When studying use memory techniques to support your study. These include;
 - Flash cards
 - Acronyms
 - Acrostics
 - Mnemonics
 - Mind maps
- Create a study area that encourages you to study. This area should be free from distractions, noise and free from clutter.
- Use either [ExamRevision.ie](https://www.ExamRevision.ie) - In 2025 all students received a login for [ExamRevision.ie](https://www.ExamRevision.ie). This is an invaluable tool for revising, accessing worked solutions to exam paper questions and viewing detailed notes on specific subjects.

Time spent at homework and study

As students differ in terms of their ability and speed to complete homework it is impossible to be specific as to the amount of time to be spent on a daily basis on homework and revision by each individual student. However, the following general guidelines are recommended for homework and study each school day:

	Weekdays	Weekend
1st years	1 ½ hours	1 ½ hours
2nd years	2 - 2 ½ hours	2-3 hours
3rd years	2 ½ - 3 hours	4 hours
5th years	3 - 3 ½ hours	5-6 hours
6th years	3 ½ - 4 hours	6-8 hours

Homework and assessments are a very important part of the TY Programme. Assessment methods may be different from the traditional and more familiar forms used in other years. In addition to traditional homework, TY students are asked to complete projects, assignments, interview research, business investigations and other demanding tasks. Time spent on homework will vary during the year.

The intrinsic value of homework is more important than the precise amount of time devoted to it. Set out above is a guideline for parents and students.

However, we should be mindful of the fact that some students will complete their homework assignments more quickly than others and other students will struggle to apply themselves for the recommended period. As a school we are cognisant of the fact that the actual time required to complete homework assignments will vary with each student's academic ability. Teachers are mindful of the varying abilities of students when setting and inspecting homework.

Also, Ardscoil Rath Iomgháin promotes positive wellbeing so it is important that a student strikes a proper balance between homework and the need for leisure and recreational activities.

The Teacher and Learning for the 21st Century Group (TL 21) designed and published a 'Study Skills Guide' that is shared to Junior Cycle students (please see Appendix I & II). This includes info on different learning styles and how to prepare a study timetable.

Roles and responsibilities

Everyone has a role to play in developing and implementing the homework policy. As such it should be viewed as a collaborative approach on the part of students, parents/ guardians, teachers and school management.

Board of Management:

- To ensure that the policy is developed and evaluated regularly.
- To approve the policy.
- To consider reports and updates from the Principal on the implementation of the policy.

Principal and Deputy Principals:

- To establish the necessary structures and procedures for the implementation of the policy.
- To monitor the implementation of the policy.

Teachers:

- Teachers must emphasise the importance of homework/study as an integral part of the school experience.
- Ensure that students have their homework journal available in class.
- Set homework regularly.
- Communicate homework clearly to the class, and provide an adequate amount of time for students to write the homework into their homework journals.
- Homework should be clearly presented on the board in order to avoid confusion and provide accessibility for all students.
- Ensure the homework is monitored regularly and corrected promptly.
- Regular feedback, either verbally or by means of written comments and/ or grades as part of Assessment for Learning should be given regarding the homework task.
- A variety of methods should be incorporated when correcting homework, including but not limited to: teacher correction, peer correction, class correction, tests, written and/ or oral feedback.
- Homework should be differentiated according to the needs of the students in the class.
- Where homework is not completed satisfactorily the teachers should communicate this to the parents/ guardians with a note on Tyro.
- Teachers are entitled to give an appropriate sanction if a student fails to complete the homework.
- Praise and acknowledgement will be given to students who consistently complete homework to the best of their ability.
- Keep records of all homework assignments given and the results for all assessments completed by the students.

Parents/Guardians:

- It is important that all parents/ guardians acknowledge their vital role in their son/ daughter's homework and study efforts.

- Ardscoil Rath Iomgháin expects parents/ guardians cooperation in the implementation of this policy.
- We encourage parents/ guardians to provide a suitable place for your son/ daughter to complete their homework.
- Parents/ guardians should look at your son/ daughters journal and see what homework has been set and sign notes from school personnel.
- It is expected that you would examine on a daily basis your son/ daughter's homework journal to keep in contact with the teachers and reconcile the homework given.
- Help your son/daughter to spend sufficient time on homework and revision each night.
- Help your son/daughter to manage their time effectively.
- Support the school with any sanctions employed for incomplete homework.
- It is the parents/ guardians responsibility to inform the school or class teacher of any reasons why your son/ daughter was unable to complete their homework assignment. A parent/guardian may communicate this through your son/daughter's journal, by email or alternatively making a phone call to the Year head or Principal/Deputy.
- Parents must write a note excusing the child for having no homework in the student's journal. This should only be used in exceptional circumstances. A valid reason for non-completion must be furnished and a commitment from parent and student that said homework will be completed and presented the following day or at an agreed time.
- Check that homework has been completed satisfactorily and to the best of your son/ daughter's ability.
- You can help your child revise work from the classes they had that day and help them remember what they have learned through questioning and helping with verbal homework.
- Look at your son/ daughter's timetable for the next day and help them to get their school bag ready with books, copies, equipment, ingredients, sports gear, art folder *etc.*
- Take a positive and supportive interest in your son/ daughter's homework and study programme by encouraging them rather than just insisting that the work is done.
- You should look through your son/ daughter's copies to show interest in their work.
- Talk about school to your child to show interest and find out if they have any worries.
- Parents/Guardians should attend parent-teacher meetings. If you are unable to attend the Parent-Teacher Meeting, you may arrange a meeting or phone call with the Year Head by contacting the school.
- Since computers are an integral part of today's world, it is inevitable that the internet is a source for much research. Parents/ guardians are encouraged to monitor their son/ daughter's use of the internet.

- Sometimes parents/ guardians assist with homework but it is in your son/ daughters best interest that the work presented is their own work.
- Time spent on homework/study may vary from student to student. Parents/ guardians are asked to let the subject teacher know if your son/ daughter is having difficulty completing their homework.
- Students should have a study time-table and a set routine and you as parent/ guardian should encourage this.
- No written homework **does not mean no study**. Students need to revise class work each evening.
- Homework not done for class needs to be done for the next day.
- It is difficult for your son/ daughter to reach their full potential if they have a part-time job so part-time jobs should be discouraged.
- Encourage your son/ daughter to attend evening study when available.
- Students need their sleep. Late nights, T.V. and mobile devices will affect their sleep pattern/ concentration at school the next day.
- The student's homework and study record will be examined as part of the selection criteria for admission into the Transition Year Programme.

Students:

- Homework should be treated as an important part of school life that demands time and attention each day.
- Each student should have a homework journal in which to record homework assigned. Write down homework at the end of each class and form good habits early.
- Study in the same place each evening. Make sure it is quiet, warm, properly lit and that you have an appropriate study desk and chair.
- Make sure you are free from distractions like the mobile phone, television and other such distractions.
- Students are expected to present their work on time and in a tidy and *organised* manner. Due diligence given to the completion and presentation of all homework.
- No verbal excuses are acceptable for incomplete homework.
- If a student is absent from class due to illness or extra-curricular activities it is the responsibility of the student to catch up on the work they have missed. Extra-curricular activities should not be used as an excuse for not producing work. You should get the work from someone in your class and have it presented on time.
- If a student has a concern regarding the work then he/ she should consult with the subject teacher.
- Be fully prepared for all classes. This will require careful study at home to ensure that homework set in class, both oral/learning and written is completed thoroughly and to the best of their ability.
- We recommend that students begin their study with the subjects they struggle with or those that are their least favourite.

- Students must ensure they have all the necessary equipment and books required to complete homework.
- Students need to ensure that the homework is completed by themselves and is not copied from another student or plagiarised in any way.
- Always include time for study and review of what has been covered that day in class as part of homework.
- Use weekends, midterms and Christmas and Easter holidays as time for additional study and revision. This is particularly important for exam classes.
- Avail of evening study when provided.
- It is difficult for you to reach your full potential if you have a part time job.
- Finally, you need your sleep. Late nights, T.V. mobile phones in the bedroom will affect your concentration at school the next day.

Guidance:

- The guidance teacher will advise students about college courses, PLCs, apprenticeships and the world of work which will help students become more motivated and focused on their studies.
- The guidance teacher will assist students who have particular difficulties draw up a study plan.
- They will also provide support and guidance to students/ parents/guardians regarding subject choices, study and homework if such support is required.

Non-completion of homework

Teachers will have their own class procedures for non-completion of homework within the schools code of positive behaviour. If the homework is not completed a number of times or completed unsatisfactorily the teacher uploads comments onto Tyro, and sanctions may apply.

If all efforts by the teacher fail then the matter is referred to the Year Head. All relevant information will be uploaded onto Tyro for Yearheads to see. The Year Head will follow the school's Code of Behaviour.

Additional Education Needs

In setting classwork and homework for students teachers must be cognisant of the rights of all students to participate fully in all aspects of their learning journey. Subject teachers will

collaborate with the AEN Team to ensure that all students are being adequately challenged, that work is differentiated to meet individual students needs and that tasks set are manageable for students. All teachers are obliged to familiarise themselves with the individual educational needs of the students in their classes and to differentiate classwork and homework accordingly.

Evening study and 'homework hub'

Supervised evening study is available for 6th and 3rd year students throughout the school year. Where possible it will be made available to 5th year students.

A supervised 'homework hub' is available to 1st and 2nd year students throughout the year, with a supervising teacher and a small group of TY students providing support for students attending.

Both of these supports help to promote positive learning and homework experiences for students.

Monitoring and Evaluation

The effectiveness of the policy needs to be monitored and evaluated. Each subject department will monitor homework at subject meetings.

Teachers need to evaluate the quality of homework and the contribution it is making to the learning process in their classes.

This policy will be reviewed regularly to assess the extent homework is making to the progress of students , their attitude to learning and how this policy can be improved upon.

Appendix 1

1st & 2nd Year Homework Plan (for first term)

During the first term 1st & 2nd Year students will focus on the following 6-step plan with the aim of guiding students on how to approach completing their homework properly. Each step may last for a number of weeks and subject teachers will focus on the particular area outlined below during the relevant stage. The Year Head will issue reminders as to the focus each week.

Step	Focus	Remember
1	<i>Get it done</i> RECORD BEST EFFORT NEAT CLASS EQUIPMENT	Write your homework or what you did in class into your journal after every subject. Subject/homework/estimated time. Ask the teacher questions to make sure you understand the homework. Do your homework neatly. When you finish your homework tick it off and write down the time it took you to do it. Have all necessary equipment in class each day.
2	<i>Understanding</i> WRITE DOWN USE EXAMPLES USE TEXTBOOK ASK FOR HELP	Your teacher will explain good ways to do homework in different subjects. Write down any difficulties you had with your homework after you make a real effort at each part. Underline key words. Follow an example done in class. Find the section in the book that might help you. Ask for help from someone.
3	<i>Correcting homework</i> CHECK LEARN IMPROVE	Teachers will correct homework in different ways. You can also correct homework yourself – reread, check answers in your book, compare your work to that of another student. Be sure you know what you did well and what you need to improve on. Make sure you rewrite anything that could have been better. If your homework seems to be wrong, try to learn from your mistakes and try again.
4	<i>Taking notes</i> OWN WORDS SHORT FOR YOU ORGANISE	Ask your teacher for suggestions on note taking in each subject. Use your own words. Use headings, key points, diagrams, etc. Note what you have difficulty remembering/understanding. Organise your notes.
5	<i>Studying</i> SURVEY	SURVEY: Skim through whatever you want to learn to get an idea of what it is about. QUESTION: Ask yourself what you expect to learn from this?

	QUESTION READ RECALL REVIEW	READ: in detail. RECALL: Try to remember the main points and write them down in note form. REVIEW: Check what you want to learn to make sure that your Recall was correct.
6	Revision OFTEN ACTIVE TEST YOURSELF	Your homework before an exam should involve mostly revision. Revision should be done continuously. Make a revision timetable. Be active – write, draw, notes, tests. After studying, close the book/copy and try to do it yourself.

Appendix 2

- TIMED BREAKS

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4/3/26