



S4 GUIDE TO HOMEWORK

Session 2023-24

A Guide for Pupils and Parent/Carers

Introduction:

Fourth year is a very important year and achieving your potential in your National Qualification courses can make a big difference to what you are able to do after S4.

The final results in your National Qualification exams will be influenced by a number of factors including how much effort you are willing to put into your homework.

Why then is homework is so important?

Homework is important as it helps reinforce the skills taught in class and allows you to practice these skills. It is also very important for revision purposes.

This booklet will give you an idea of what we expect you to do at home to help you progress in each of your different subjects.

Planning and Organisation:

- Note down your homework immediately you receive it.
- Ask if you are unsure about the task you have to do.
- Make sure you have everything you need to complete the homework task
- Spread your homework evenly across the week to avoid any last-minute over-load.
- Meet the deadline given by the teacher.

Completing the Homework:

- It is sensible to tackle homework during the early part of the evening. Concentrating when you are overtired is difficult.
- Try to make sure you have a quiet place to work, somewhere you won't be distracted by T.V. or phone.
- Before starting, make sure that you are clear about the task and have all the necessary materials with you.
- Think about the advice your teacher has given you about how to improve your work – and follow it.
- All homework tasks are important and you should give your best effort in completing each one. This includes the way in which you present your work – neatly and tidily.
- Remember homework is a requirement of all National Qualification courses and you are expected to meet all homework deadlines. If you fail to hand homework in on time, LA+ sanctions regarding homework will be applied.

Types of Homework:

Homework comes in a variety of forms:

- Completing work started in class
- Reading over and revising work taught in class
- Undertaking research on a particular topic
- Completing specific projects and assignments
 - **N.B.** There is ALWAYS homework for you to do – whether it is revising, reading, researching or writing!

Support with Homework

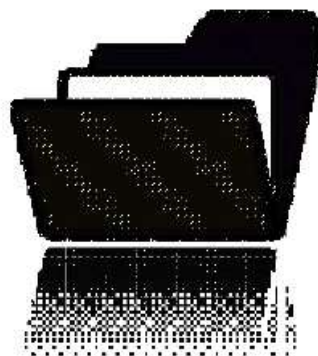
- If you are having difficulty, you should ask your class teacher for help in advance of the deadline.
- The School Library is open prior to the start of the school day, at interval, at lunchtime and after school (except Fridays). This provides access to a number of resources including ICT.
- Use of Teams: If you are having difficulty in accessing Teams, please see Mrs Davidson (RMPS Dept) and/or Mrs Barry (School Librarian).

Administration and IT

Pupils are issued with formal homework booklets at the start of the year. Homework is mainly based on the theory aspects of the course from the Administrative Practices topic.

Generally, homework will be issued once a fortnight and will focus on the unit being studied in class at that time. The format of homework will be written tasks, extended response questions, exam style questions and research tasks.

Pupils often receive informal homework to finish off class tasks or complete research on a particular area. All resources are issued in class and are available on the class team to access electronically.



Art and Design

S4 homework shall be issued every fortnight for written and monthly for practical work. Later in the course, homework may be issued weekly to aid revision.

At N4 / N5 students should expect the following:

August: Developing KU on vocabulary

September – December: Art & Design Studies written work
Re-assessment work

November – April: Re-assessment of folio work to include; Analytical drawing or colour studies; Folio development or, outcomes, Folio evaluations

Materials / Equipment

These may be accessed through 'Teams' and / or, your class teacher

PLEASE NOTE - Every Wednesday, the Principal Teacher runs a homework and re-assessment support club in D5. All students are welcome



Biology

Work at home involves a range of different types of tasks to be completed. Tasks will be highlighted on Class Teams and class and revision materials will be available for pupils on their Team. Pupils are encouraged and expected to take responsibility for their own learning and should be reading over notes and revising on a weekly basis, even if formal homework has not been issued. The Biology Department embraces the whole school engagement with Metacognition and may provide Flash Cards and Concept Maps to support revision. Formal homework will include revision questions from their notes or questions from homework packages and worksheets as directed by their teacher. Pupils may also be asked to complete practical write ups of investigations completed in class.



For pupils working at National 4 to Higher level, some of the research and preparation for the Added Value Units and Assignment will be completed at home. Pupils will also be directed by their teacher at certain times in the year to carry out research at home using the internet or library on their chosen topic and prepare for report writing or presentations in class.

Pupils are also encouraged to spend time revising for assessments. This will vary in time – it might be a few nights for a check test or weeks of planned revision before a major assessment, such as an end of unit assessment or prelim. Dates for assessments will be given to pupils in advance to allow them to plan their revision accordingly.

Business Management

Pupils will be issued with a homework booklet and a homework jotter. Formal homework will be issued once a fortnight and will focus on the unit being studied in class at that time. The format of homework will be written tasks, extended response questions, case studies and exam style questions. In addition, pupils may be asked to complete a business article, which is information relating to an up-to-date business news story or similar research. Pupils will also be asked to finish class exercises and revise a particular topic in their notes. Finally, pupils will be given revision homework in preparation for assessments and the Assignment.



Chemistry

If pupils are to be successful in the study of Chemistry, it is essential that they reinforce their knowledge and understanding of each chemistry unit through regular, planned revision at home. Pupils will also be issued with homework via Microsoft Teams in a bid to reinforce their knowledge and highlight areas of difficulty. Pupils will be expected to revise for tests at various points of the course.



Further revision will be required for National 5 pupils, prior to sitting the January prelim and the externally assessed SQA National 5 Chemistry exam (May). To maximise their chances of success, S4 Chemistry pupils should carry out the following homework tasks.

1. Teams:

Complete homework exercises and notes from each unit, when issued by their teacher.

2. www.evans2chemweb.co.uk

- Username: lenzie
- Password: chemhelp

This online resource can be used by pupils to revise, improve and test Chemistry knowledge prior to assessments.

3. BBC Bitesize Chemistry

BBC Bitesize Chemistry is another excellent online resource for revising and testing Chemistry knowledge prior to assessments.

4. Past Papers

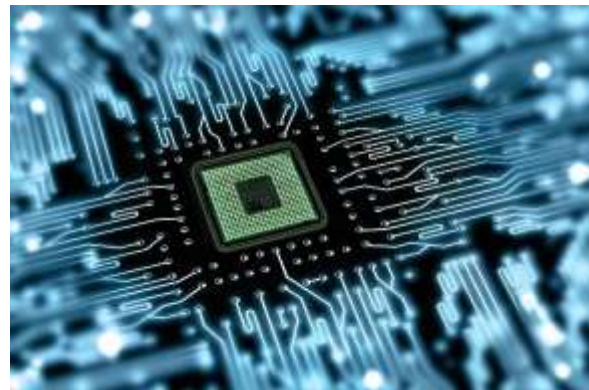
Prior to sitting the final SQA exam, log in to SQA NAT5 Chemistry Past Papers where previous exam papers and marking schemes can be used.

National 5 Chemistry pupils will also be required to undertake research at home for their SQA assignment task. The assignment will then be written up in class. This assignment contributes 20% to the overall SQA grade.

Computing Science

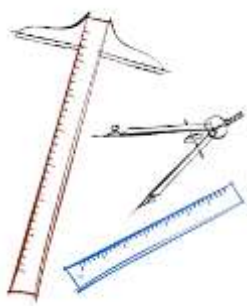
The Computing Science Department keeps pupils up to date on what is happening via the departmental Microsoft Teams group.

Every year group has their own Teams group that keeps them up to date on:



- Any upcoming homework
- Any upcoming class test
- Any upcoming practical assessment
- The finishing date of any practical assessment
- A weekly recap of where the classes are, for anyone who has been off
- All class notes
- Previous years notes for reconciliation
- Past papers for exams
- Revision notes
- To keep the class up to date on any upcoming dates/events
- Catch up work due to possible absence
- Revision towards assessments
- Further enhance understanding of topic work
- Practice of exam standard questions

Engineering Science



Homework will be issued on a regular basis and will be based upon set homework booklets issued for each topic.

Other than the formal issue of homework indicated above, it is expected that pupils will regularly attempt ongoing homework as and when required. All coursework and notes are uploaded to the class Microsoft Team and this platform used to issue homework and advice throughout the session. Activities carried out at home can include:

English

Homework in English can be wide and varied. It is designed to consolidate key skills taught in class. Completion of folio work is a key component of homework, with planning, research, re-drafting and editing completed at home over an extended period. Revision is also a key component, with preparation for past papers undertaken from the start of the course onwards to consolidate skills introduced in S3. Other tasks you can expect to receive are:



- Close Reading – reading of a newspaper style passage with questions to assess a single skill or a number of different skills
- Scottish Text questions – including practise of the final 8-mark question
- Research for Persuasive Writing
- Completion of PCQA paragraphs for the Critical Essay
- Learning quotations
- Work related to characters or themes of the texts studied
- Reading or re-reading key sections of the class texts
- Completion of class work

In addition, we encourage you to undertake the writing of your own Critical Essays from past papers in your own time. Planning how you would answer the question or writing one or two key paragraphs is a useful form of revision.

You can expect to receive extended homework tasks around every couple of weeks. This can vary by class depending on the stage of the course you've reached in class, meaning homework issued can sometimes be more (or less) frequent than this.

Fashion and Textile Technology

Homework tasks will be issued to pupils at appropriate points throughout each of the units of the course. The tasks will involve pupils in consolidating work learned in class, researching a particular topic, completing work started in class or revising for assessments/assignment tasks.



The homework may involve practical sewing skills to improve on techniques learned in class or to complete a textile item. Homework will also be answering SQA exam type questions so that answering technique is consolidated. Homework tasks will normally be on a fortnightly basis with tasks uploaded onto Teams

Geography

Pupils will be required to complete homework on a regular basis (sometimes weekly, sometimes fortnightly). The homework issued will reinforce content covered in class and will help develop exam technique through the completion of past paper questions. The nature of the task set will often depend on the topic being covered in class.

Pupils will be issued with a 'Past Paper Question' booklet and an accompanying mark scheme booklet. This will allow the pupils to work independently outside of the regular homework issued in class. The pupils will also be issued with a course content booklet that details the National 4/5 course. This will support the notes taken in class.



As part of the National 4 and 5 courses, pupils will be required to complete the National 4 Added Value unit and a National 5 Assignment. During the preparation phase of these projects, pupils will be expected to work independently at home to help prepare for the official write up in class. During this period, pupils are expected to present work to their teacher for feedback, ensuring that they can go on to achieve their full potential.

Graphic Communication

Homework will be issued at appropriate points throughout the course and will relate to knowledge aspects of the course.

While formal drawing skills are not specifically examined, sketching homework may be issued to individual pupils in order to prepare them for the final assignment.



All theory notes for Graphic Communication will be uploaded to the Files section of Microsoft Teams. Pupils will have access to all theory notes from the start of the year.

Homework may take the form of:

- Questions to reinforce classwork
- Catch up work due to possible absence.
- Questions within Theory Notes Practice of exam standard questions.

The teacher will alert pupils to homework by creating an Assignment on Teams.

Health and Food Technology.

Homework tasks will be issued to pupils at appropriate points throughout each of the units of the course. The tasks will involve pupils in consolidating work learned in class, researching a particular topic, completing work started in class or revising for assessments.



Homework booklets may be issued and these will contain exam style questions linked to the course assessments so that answer technique can be reinforced. Homework tasks will normally be on a weekly basis and materials can also be found on Teams

History

In order to complete the course, it will be necessary for pupils to complete homework on a regular basis. The homework is designed to consolidate the information that they have covered in class, with a particular focus on active revision skills. Pupils will also be given exam questions to answer on a regular basis. This will require them to refer very closely to their question technique booklets in order to gain confidence in this aspect of the course. It is essential that this work is completed with care and returned on time.



As part of the National 4 and 5 courses, the pupils will also be expected to complete either the National 4 Added Value Unit or the National 5 Assignment. During this period the focus for homework will be planning and research for their chosen topic.

Before all assessments, pupils will be issued with knowledge booklets that guide them very clearly on the information that they need to revise. A comprehensive knowledge of the content of these booklets, combined with a clear understanding of the question techniques required, will allow pupils to be successful in their exams.

Mathematics

Homework is an essential requirement in our Maths courses and is usually set after each class lesson. It should take no longer than the following durations:

- National 4/National 5: approx 15-25 minutes
- National 3: approx 15-20 minutes



All teachers in the Maths department use Microsoft Teams to upload notes from the days' lessons and will also post messages regarding homework to be completed.

The nature of the task will be dependent on the lesson topic, the pace of work during the lesson and other factors but generally pupils may be asked to complete an exercise or a set of questions issued in class. The homework will be marked by the pupil from the answers at the back of the textbook as part of the homework exercise and checked regularly by the class teacher.

Check-up exercises will be issued after each topic and pupils will be given a week to complete this work. The check-up exercise will consist of past exam questions, allowing pupils to become familiar with the standard that will be required to succeed at the level they are working at. The check-up exercises will be marked using the National marking guidelines. The marking will be completed by the teacher or in class as a self-assessment exercise for the pupils.

In the lead up to unit assessments for National 3, National 4 and National 5 Applications, pupils will have practice papers to complete. These must be completed to a high standard with all appropriate working and explanations shown to ensure a pass.

Homework may not always be issued after every lesson but we expect that S4 pupils should use this time to consolidate their in-class learning. In the first instance, this can involve reading through their notes jotter on a regular basis to ensure they understand all notes and examples. It is also beneficial to revisit their S3 notes jotter to help with retention of topics longer term. Pupils should also be referring to their post assessment forms and completing the highlighted revision questions from the textbook. After the whole school assessment block for S4, National 5 pupils will be issued with a consolidation pack which should be completed in preparation for the final exam.

Modern Languages

- French
- Spanish

The frequency and amount of homework may vary according to the level of presentation.

S4 French and Spanish (National 4)

- Learning from vocabulary and grammar sheets, 5-10 minutes daily.
- Learning of language for AVU and unit assessments.
- Regular reading and writing exercises.



S4 French and Spanish (National 5)

- Learning from vocabulary and grammar sheets, 10 minutes daily.
- Learning of grammar and language for speaking and writing assessments.
- Regular vocabulary and verb tests.
- Regular reading and writing exercises.

In National courses there is an increasing emphasis on learning grammar and producing extended written work. In addition, pupils will be asked to complete written and listening exercises from the course booklets, worksheets or online using Scholar.

For all pupils, the learning of vocabulary and preparation for the Speaking and Writing Assessments are crucial, as performance in these contributes to the overall award for National Qualifications. All pupils should expect homework each week which will be posted on the class Teams page. This should consist of at least one written piece of homework and learning vocabulary.

Modern Studies

The demands of the Modern Studies National courses require the regular completion of homework.

Homework consolidates class work and helps pupils prepare for formal assessments and the final SQA exam. It is therefore essential it is completed and submitted on time.



Formal homework tasks are usually given weekly and should be completed in the pupil's designated Modern Studies homework jotter.

Tasks will include:

- **Knowledge practice questions** using the PEE structure taught in class. These questions will start with the question stem *describe or explain*. They are worth 4, 6 or 8 marks each.
- **Skills practice questions.** There are three subject specific skills – drawing conclusions; support/oppose; and justifying a decision. These questions are worth 10 marks each.

The **National 4** course requires pupils to complete an Added Value Unit. Pupils will engage with this during class time. This is in addition to the assessments relating to the three units studied.

The **National 5** course requires pupils to complete an Assignment (worth 20 marks) on a topic of their choice, within SQA specified parameters. During the time this is being undertaken, the focus of homework will mainly be planning and research for their chosen topic.

The Assignment is externally marked by the SQA and is worth 20% of a pupil's final mark. It is therefore vital for pupils to engage appropriately with this task, and complete homework associated with it, for the due date issued by their class teacher.

Formal assessment takes place at the end of each unit of study and during the school's planned assessment schedules. Prior to any formal assessment, a revision list will be issued to pupils to enable them to thoroughly prepare. This will also be available on Teams.

Performing Arts Department: DRAMA

In Drama, homework consolidates and enhances the work the class are undertaking. Students at National level can expect homework on average, each month. At various times in the year, this may become more frequent with pupils given two weeks to complete at task. Drama homework can be in written form and/or practical (learning lines/researching a character etc).



Pupils are encouraged to take responsibility for their own learning and should be regularly revising Drama terminology using their Revision Booklet. Resources to support pupils are saved on their class Teams page, with some additional revision websites uploaded on the school website.

Pupils will also be expected to undertake learning of lines, practise accents and characterisation skills to consolidate the skills being taught in class and to prepare for performances.



Performing Arts Department: MUSIC & MUSIC TECHNOLOGY



The main form of homework in Music is PRACTICE.

Pupils are expected to practise both instruments on a regular basis i.e 4/5 times a week for around 15/20 minutes. If pupils do not have access to an instrument at home, practice rooms are available at lunchtimes / after school upon request.

A separate homework booklet is issued to consolidate musical theory & concepts. Some of these exercises require access to the following revision website: www.ataea.co.uk



A reminder that revision materials for Performing Arts are available on the school website: Performing Arts/Useful Resources section.

Pupils can expect to complete between two and three revision tasks a term, alongside the more regular practice. Extra copies of the homework and powerpoints used in lessons, are all uploaded on the class Teams pages.

With Music Technology, extra time could be needed to access the equipment for recording/editing tasks. This can be arranged with the class teacher and a lunchtime or after school slot can be agreed. Pupils may be asked to complete planning/evaluation work at home, depending on how much work they can complete in class.

Physical Education

All National Physical Education courses will be issued with homework on a regular basis.

Homework will be issued **weekly** to help prepare pupils with their Course Assessment - Portfolio. Pupils should be using and studying course notes/ handouts provided.



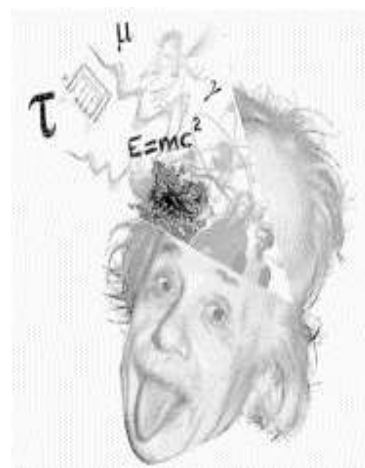
As well as written homework pupils may be expected to take part in a *practical* activity and carry out a training programme in order to prepare for and pass the performance sections of the course.

Physics

The National course in Physics consists of three units studied over two years.

For each unit pupils are given:

- Class notes
- Summary notes
- Tutorial booklets with answers
- Learning outcomes



Formal homework consists of revision for ongoing assessments – approximately every three to four weeks. This will take the form of short interim tests and practice paper questions. The results and review of these homework assessments will be taken home to be signed by a parent or carer.

Other on-going homework expected of pupils include:

- Revision of notes / personal study
- Tutorial questions to consolidate class work
- Preparation and research for the National 4/5 Assignment.
- Revision for end of unit assessments and S4 assessments.

All pupils are supplied with extensive material to support this work. Pupils should never have “nothing to do” for Physics.

Practical Cookery

Homework tasks will be issued on a termly basis. Homework tasks will take the form of questions to reinforce work learned in class or practice of practical skills and techniques used in recipes. Practical skills at home may be linked to vegetable preparation and safe use of chopping knives.

Revision of skills for practical assessments may also be reinforced at home and in particular in the build up to the practical assessments for units and the course assessments.

Homework tasks will also focus on SQA exam type questions so that question technique can be consolidated and Homework materials will be available on Teams.

Practical Woodworking

Pupils are required to know thoroughly the names of tools, materials and their properties, as well as a variety of woodworking processes. Home based revision will be required in order to reach the standard for presentation.

From time to time, pupils will require to submit homework based on practice questions. These will relate to the aspects indicated above.

If a pupil is not making sufficient progress with their knowledge, then the class teacher will issue homework in order to support the pupil.

