

HOMEWORK and ACADEMIC HONESTY POLICY

PRIMARY PERSON RESPONSIBLE FOR IMPLEMENTATION AND MONITORING OF THIS POLICY

JAMES EYTLER, BEVERLEY MELLON (PRINCIPALS)

LAST REVIEW DATE

Jan 2018

NEXT REVIEW

Jan 2019

Homework Policy

Homework:

- a) Requires the co-operation of parents/guardians.
- b) Should be firmly rooted in current curriculum work.
- c) Should gradually increase in complexity and quantity as the student progresses through their programme of study.
- d) Is more about quality than quantity.

The purpose of homework is to help students improve their learning of current topics being taught in class.

Mock Exam Policy

Mock exams are an important part of the student's learning and it is essential that the student attends and completes ALL Mock Exams.

Should a student be absent for a Mock Exam, they must recognise that the date and time of the Mock will **NOT** be re-arranged and their grade will be entered as Absent.

If you fail to attend a mock exam without adequate explanation from your parent/guardian, the following actions will be taken:

- A verbal warning from the subject teacher.
- A meeting with the Curriculum Manager/Personal Tutor will be arranged.
- The student will be given his/her final warning.
- Repeated non-attendance in Mock Exams will result in the student not being entered for national examinations.

Study Leave Policy

Study Leave is determined at the discretion of the Principals. Historically AS students have been authorised to have study leave during the period of their AS exams, normally from the second week in May to the end of the first week in June.

A2 and 1Year students (both A level and GCSE) must attend all lessons up to the end of the A level or GCSE programme, which ends the Friday before the May Half Term.

A2 or 1Year students who have external exams during this period may miss morning lessons when their exam is in the afternoon session. However they must attend afternoon lessons if their exam was held in the morning.

Policy on Revision Lessons in the Summer Term

Teaching Staff may request Revision Lessons during the AS study leave period for AS students.

Revision lessons may be requested for A2 students during the May Half Term and in the first two weeks in June.

As there will be high demand for rooms, revisions lessons will be timetabled between 430 and 630 during term time weekdays.

Academic Honesty Policy

Plagiarism: Students must not seek to plagiarise their homework. This means they must not copy work created by other people and attempt to present it as their own.

This includes copying and pasting from the internet or textbooks or any other sources. Students must seek to rephrase the content found in their own words. Students must not allow home tutors to write their work for them.

Parents, Guardians and Students must be aware that teaching staff know how to detect plagiarism. There are many online tools available that make plagiarism easily detectable.

Parents, Guardians and Students must be aware that presenting plagiarised work is tantamount to cheating. This will result in an investigation and the result of this may have several outcomes, such as the student may be required to attend Evening Study or Saturday Study.

It is important that, before any piece of work is submitted, students reference their sources appropriately.



Cases where the student is in denial about plagiarism, where it has been proved, may result in the student being withdrawn from that subject.

Examinations: Students who are caught cheating in examinations (whether they are mock exams or public exams) will face an investigation. Cheating by the individual or in collusion with others will be deemed as equally unacceptable.

Students must not illicit the help of others to take their place in public exams.

The student may be withdrawn from the subject they cheated in.

Exam Results: Students who provide the College with false or forged examination results will face an investigation, the result of which may cause the College to re-evaluate the decisions made on admissions regarding the course the student is currently on.

Reviewed Jan 2018