

SECTION 4

HOMEWORK DIARY AND WEEKLY PLANNER

JFS PRESENTATION POLICY

At JFS we expect the work you complete during your lessons and for your homework to reflect outstanding attitudes to learning. Therefore:

1. All work must begin with the date and an appropriate title should be written. The date and title should be underlined with a ruler
2. Unless you use separate exercise books or network files, C/W (classwork) should be written next to all work completed during lessons and H/W (homework) should be written next to all homework
3. Writing should be in black or blue pen (unless directed otherwise by your teacher) and graphs and drawing should be in pencil or required materials
4. Peer-assessment and your response to feedback should be completed using green pen. Therefore you should correct and improve your work in green pen
5. You should write from the margin to the edge of the page and on the lines given. Both sides of exercise book pages should be used
6. Handwriting, graphs and diagrams should be as neat as possible
7. Appropriate attention should be given to maintaining the best standards of spelling, punctuation and grammar
8. You must cover your exercise books using clear sticky backed plastic (you may also use subject related illustrations covered by sticky backed plastic)
9. You must not doodle on, or deface, your work
10. All loose sheets of work should be secured appropriately within books or folders
11. Where work is completed electronically the same expectations with regards to date, titles, neat and orderly organisation and indicating whether work is C/W and H/W apply

Please remember that you will be asked to re-do your work if your teachers are not satisfied that it reflects your best effort and a positive attitude to learning

NOTE: NO HOMEWORK TO BE SET OVER FESTIVALS