



## Help for non-English speakers

If you need help to understand the information in this policy, please contact Viewbank College on 8458 2811.

## PURPOSE

To outline to our school community the Department's and Viewbank College's policy requirements relating to homework and home study.

## SCOPE

This policy applies to students in all year levels and staff responsible for setting and monitoring homework and home study at Viewbank College.

## RATIONALE

Viewbank College has developed this Homework and Home Study Policy in consultation with the School Council to support student learning and wellbeing by:

- providing opportunities for students to review, revise and reinforce newly acquired skills
- providing opportunities for students to apply new knowledge
- providing opportunities for students to prepare for future lessons
- encouraging students to enrich or extend knowledge individually, collectively and imaginatively
- fostering lifelong learning and study habits
- developing self-regulation processes such as goal setting, self-efficacy, self-reflection and time management
- supporting partnerships with parents/carers by connecting families with the learning of their young person/s.

## DEFINITIONS

A distinction should be drawn between **homework** and **home study**.

**Homework** is tasks assigned to students by teachers to complement and reinforce the classroom learning and are meant to be carried out during non-school hours. Homework will have a set date and a due date.

**Home study** is what a student works out they need to do themselves to improve their understanding, retention of knowledge and application of skills. It tends to be student centred, self-initiated and should be ongoing in nature. Students can seek input from their teacher/s about what their home study might be.

- *Understanding = what I need to know*
- *Skill = what I need to be able to do*
- *Recall = what I need to be able to remember*

## POLICY

Viewbank College recognises that every learner is different. We encourage our students to take greater ownership for their own learning, an important skill for successful lifelong learning. Setting up effective home study practices from the start and being organised can make a significant difference in supporting students to be successful in secondary school.

For most year levels and subjects, home study is the focus with homework complementing the learning program. This means that rather than send home set work from each subject to complete each day, we encourage students to allocate time in their weekly schedule for home study. We encourage students to talk to their

teachers early about their workload, so that we can support students to make any adjustments to suit their learning needs.

The **home study** activities that a student at Viewbank College is encouraged to undertake include:

- a) Literacy and Numeracy practice.
  - Wider reading and reading for pleasure
  - Listening to audiobooks
  - Spelling and vocabulary revision/practice
  - Timetables and basic mental maths revision/practice
  - Discussion of ideas, values and current events.
- b) Reading and re-reading subject material.
  - Class notes
  - Reading materials relevant to specific subjects
  - Texts
  - Novels.
- c) Preparing study notes for revision of learning.
  - Re-organising folders and notes
  - Summarising notes from class and further readings
  - Compilation of brief summaries of work on topics completed during that week.
- d) Revision of learning.
  - Reviewing feedback from tasks completed in class
  - Reviewing and revising work completed earlier
  - Follow-up work in response to earlier feedback
  - Revise for mastery tasks, tests, examinations.
- e) Planning for the next lesson/s.
  - Reading ahead
  - Viewing tutorials, documentaries
  - Accessing flipped learning resources.
- f) Completion of classwork.
  - Continuing with or finishing off learning activities started at school.
- g) Applying skills to home context.
  - Performing Arts practice /rehearsals
  - Sport, Exercise and Physical Activity training
  - Competing real jobs, shopping, cooking etc.

The types of **homework** that teachers at Viewbank College will include are:

- a) Practical exercises - providing students with the opportunities to apply new knowledge, or to review, revise and reinforce newly acquired skills.
- b) Preparatory homework - providing opportunities for students to gain background information so they are better prepared for future lessons.
- c) Enquiry-based projects - encouraging students to pursue knowledge individually, problem solve, think critically and creatively and be curious.

Home study and Homework guidelines				
	Year 7	Year 8 and 9	Year 10	Year 11 and 12
Home Study and Homework combined	20-30 mins per weekday	45 -60 mins per weekday	60- 90mins per weekday	1 -3 hours per day, including weekends
Homework	English and Mathematics  Up to 30 mins each across the week	Should be coordinated across subjects  Subject dependent, with up to 30mins each per week	Up to 60 mins each subject per week	60-90 mins each subject per week

## SHARED EXPECTATIONS AND RESPONSIBILITIES

Homework and home study is a shared responsibility between the school, teachers, students and their parents/carers. In order to get the most out of home study and homework tasks, it is important that everyone understands their obligations and responsibilities.

Responsibilities and expectations for **leaders at Viewbank College** are to:

- advise teachers, students and parents/carers of homework and home study expectations at the beginning of the school year and provide them with access to the homework and home study policy.

Responsibilities and expectations for **teachers at Viewbank College** are to:

- set homework that is curriculum-aligned and appropriate to the student's skill level and age
- ensure homework tasks are purposeful, meaningful and relevant to the curriculum
- assess homework and provide timely and practical feedback and support
- ensure the amount of homework set supports a student to engage with a range of recreational, family and cultural activities outside of school hours
- offer opportunities for families to engage in their children's learning
- offer examples of home study activities and skills.

Responsibilities and expectations for **students** are:

- being aware of the school's homework and home study policy
- discussing homework and home study expectations with their parents/carers
- accepting responsibility for the completion of homework tasks within set time frames
- following up on comments made by teachers
- seeking assistance
- organising their time to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment (as appropriate).

Responsibilities and expectations for **parents/carers** are:

- ensuring there is a balance between the time spent on home study, homework and recreational, family and cultural activities
- talking to teachers about any concerns they have about the homework
- discussing homework with their child in their first language, if English is not the main language spoken at home,
- in dialogue, linking homework and home study to:
  - previous experiences the child and/or parent/carer may have had
  - family culture(s), history(ies) and language(s)
  - relevant services, clubs, associations and community.
- ensuring there is a quiet study area for their child to complete homework and home study.

## SUPPORT FOR STUDENTS AND PARENTS/CARERS

Viewbank College understands that students have different learning strengths, preferences and interests and may approach learning activities, homework and home study differently. If parents/carers are concerned their child may not understand the homework tasks that have been set or is spending a long period of time completing their homework, we encourage parents/carers to speak to their young person's teacher or House Leader.

The following opportunities are offered to students;

- **Study Hall** -Takes place in the College Library on Thursday afternoons from 3.20pm to 5pm and is staffed by 3-5 teachers with combinations of English, Humanities, Science and Maths specialties. It offers all students from Year 7-12 the opportunity to
  - Study independently and in small groups
  - Access learning support for revision of learning undertaken in class, completion of homework and development of study skills, organisation and revision techniques.
- **Launch (Year 7-10) and Overlay (Year 10 and Year 11) program**

Scheduled classes each week that offer students the opportunity to access learning support for the development of learning behaviours including study skills, organisation and revision techniques.

## COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Included in staff induction processes, staff training and in the staff handbook
- Available on our school's website and on Compass under School Policies
- Reminders in our school newsletter
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Discussed with students at forums and in Launch and Overlay.

## RELATED POLICIES AND RESOURCES

- [Homework – Department Policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	2020
Consultation	Staff, Student forum and Community Forum in 2019
Approved by	Principal
Next scheduled review date	2024