

Wodonga Senior Secondary College Policy Manual	600 TEACHING & LEARNING 611 Home study and Homework Policy	Page: 1 of 2 Issue No: 1.1 Date: May 09
SoF Reference Guide: _____		
Associated Processes:		Associated Documents:

HOME STUDY AND HOMEWORK POLICY

Staff, students and parents are encouraged to develop an environment of Home Study in which homework tasks can be placed and undertaken. In line with DEECD guidelines, it is an expectation of Wodonga Senior Secondary College that all students will be given homework and that all students will make a genuine effort to complete homework. Students will have a homework diary into which incomplete work, homework and test dates are written.

Responsibilities

- **Learning Culture Team Leaders** are to address this policy annually with their teams
- **Staff Development Coordinator** is responsible for ensuring new staff to the College are aware of this policy through the staff induction process
- **Teachers** are to ensure that this policy is adhered to

What is Home Study?

Home study is the environment, culture and range of activities in the home that encourages student learning. For example:

- The provision of an appropriate area for the student to undertake homework comfortably
- Open and productive communication between parents/guardians and student about learning both at home and college
- The encouraging of independent learning skills
- Role modelling by parents/guardians in the areas of reading and engagement with current issues
- Daily reading of magazines, newspapers or novels
- Effective use of the internet for reading and research
- Revision of work previously completed to reaffirm understanding
- Revision and preparation for the next days work, tests and exams
- Set **homework** tasks from college

What is Homework?

Homework is made up of a number of components and arises out of work undertaken in the classroom. Homework is intended to enable students to:

- Reflect, review and to revise the day's work
- Learn independently of teachers
- Have time to complete unfinished class work
- Develop regular private study habits
- Prepare for the next day's lessons
- Revise for future tests
- Complete extension work set by teachers

How Can Parents Assist?

By encouraging students to:

- Discuss their academic work and progress with them
- Read their completed assignments, essays etc so that they can provide constructive feedback
- Take pride in the completion and presentation of their work
- Follow a regular study pattern
- Achieve a balance between social, recreational, domestic and scholastic tasks
- Be prepared for the next day's lessons

Recommended Times For Home Study: (see Home Study booklet for recommended activities)

- Year 10 spend one hour per night, 5 nights a week.
- Students studying Unit 1 & 2 subjects should spend between two to two and a half hours per subject per week.
- Students studying Unit 3 & 4 subjects need to do at least three to four hours of homework per subject, each week (outside of normal college hours).

Guidelines to staff in relation to setting Homework:

1. Home study should be seen as an extension of class work, not just the completion of class work.
2. Staff should set clear deadlines for the completion of homework that take account of student age and factors such as college workload in the period concerned.
3. The time demands for homework should be relatively predictable and reasonably spaced.
4. Excessive amounts of homework should not be set (refer to the suggested times above).
5. Students will inform staff when homework overload occurs, staff should acknowledge this and respond accordingly.
6. Homework should be assessed / checked as soon as possible after it is submitted.
7. Extensions for homework should only be granted if consultation between the teacher and student is undertaken before the due date.
8. In the event of a dispute over homework Year Level Coordinators should be consulted.
9. Where practicable college study/research facilities should be made available for student use outside normal class time. For Year 12 students, Study Hall is available in the VCE centre and 306 Monday to Thursday after school.
10. Students are required to design their own home study plan, college staff should assist them in this regard.
11. Each student should have a Student Diary to record details of homework, tests, results and personal information etc. The Diary should be used as an incentive measure and not as a disciplinary tool eg. as a conduct card.
12. Teachers and parents should encourage students to use their Diary effectively.
13. The use of the Student Diary and its format should be reviewed regularly.

This policy is supported by a Home Study booklet that further details advice in relation to the development of a supportive Home Study environment and suitable learning activities within it.