



Policy Number	005
Implemented	2012
Evaluated	2018
Next Evaluation	2021
Evaluation Group	LLT
Evaluation Frequency	Every 3 years

## HOMEWORK POLICY

### 1. RATIONALE

Homework is considered to be an important part of the Gleeson College educational program. We aim to assist all students to develop skills necessary as they progress through their secondary years. One significant element of self-management and success is the development of sound study and organisational skills.

### 2. AIMS

- 2.1 To set clear and realistic expectations relating to homework
- 2.2 To assist and monitor students in relation to the completion of homework
- 2.3 To establish positive homework habits for students at Years 7 to 12
- 2.4 To assist senior students to utilise their homework time appropriately by developing a sequential program of tasks for each subject and recording these in their diary
- 2.5 To provide a means of informing parents on the use of homework time when issues arise via email.

### 3. BROAD POLICY

Subject teachers of students in Year 7 to 10 should set homework regularly and check that the homework has been completed. Students at Stage 1 and 2 will be expected to use their homework time for the completion of assignments, independent studies and other class exercises, to revise work covered in class and to prepare for further work in that subject. The homework will provide for consolidation of class work and enrichment activities, along with the opportunity for revision and private reading.

### 4. GUIDELINES

- 4.1 Parents should be informed if a student is not completing the homework set
- 4.2 Students will be expected to complete the homework, as set, unless there are extenuating circumstances, which have been explained via a note or email provided by the parents. In the event of there being no reasonable excuse, consequences may be enforced
- 4.3 Recommended Time Allocation: The following is the recommended homework time allocation for students including those who engage in part time work and other activities.
  - Year 7: approximately 6 hours per week (1 hours on Monday to Thursday and 2 hours on the weekend)
  - Year 8: approximately 8 hours per week (1 ½ hours on Monday to Thursday and 2 hours on the weekend)

- Year 9: approximately 10 hours per week (2 hours on Monday to Thursday and 2 hours on the weekend)
- Year 10: approximately 12 hours per week (2 to 2 ½ hours on Monday to Thursday and 3 hours on the weekend)
- Stage 1: approximately 14 hours per week (2 ½ to 3 hours on Monday to Thursday and 3 hours on the weekend).
- Stage 2: approximately 16 hours per week (3 hours on Monday to Thursday and 4 hours on the weekend). As well as this students in Stage 2 have a study line (approx. 4 hour per week) at school for homework and assignments.

4.4 Students in Years 7 to 10 are expected to spend some of their homework time reading every day. They would also be encouraged to engage in a program of constant revision and consolidation

4.5 Stage 1 and 2 students will generally be allocated tasks to be completed during each topic. It is their responsibility to record these tasks and allocate the necessary time required for their completion

4.6 Students are expected to record their homework set in their diary

4.7 Subject teachers should normally set homework on days when they have the class and ensure that students record the homework accurately in their diaries. They should also check that the homework has been completed satisfactorily. In the event that the homework has not been completed to the teacher's satisfaction and a parental note of explanation has not been received, the subject teacher should:

- Inform the parents via a note in the diary, or other suitable method ie. email, that the homework was incomplete
- Arrange for a new time or date for the homework to be completed

Should the homework still not be complete, then the subject teacher will arrange for the student to stay back at lunchtime. If all efforts to redress the situation fail to gain any cooperation from the student, then the subject teacher will arrange with the LLT, House Coordinators or Assistant Principal to initiate some other consequences

4.8 Home Group teachers of students in Years 7 to 10 should check diaries on a weekly basis to ensure that homework is being recorded regularly and that the diary is being signed

## 5. BASIS OF DISCRETION

5.1 Subject teachers may elect to depart from these guidelines under special circumstances or where the College elects not to set homework on a specific day

5.2 Students with special needs may require to have a modified homework timetable put in place for them, which takes into account their learning needs or out of hours assistance with their studies

5.3 Teachers should use their professional judgement to ascertain whether or not the level of difficulty of the homework set may have resulted in one or more students being unable to complete the work

## 6. EVALUATION

The Leading Learning Team (LLT) are responsible for the evaluation of this policy which will take place every 3 years. They may wish to seek opinions from other staff, parents and students as to the effectiveness of the policy.

Signed  Principal or delegate

Signed  Chairperson of Board or delegate      Dated: 30/5/2018

*This Policy now replaces all previous versions and evaluations of this Policy originally implemented in 2012 and subsequently updated in 2018.*