

PARKDALE SECONDARY COLLEGE

HOMework POLICY



POLICY DATE: 2022

REVIEW PERIOD: 2022- 2026

APPROVED BY: The Principal – David Russell



Help for non-English speakers

If you need help to understand the information in this policy, please contact our College on 9580 6311.

PURPOSE

To outline to our school community, the Department's and Parkdale Secondary College's policy requirements relating to homework.

SCOPE

This policy applies to students in all year levels and staff responsible for setting and monitoring homework at Parkdale Secondary College.

RATIONALE

Parkdale Secondary College has developed this Homework 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 good lifelong learning and study habits
- supporting learning partnerships with parents/carers.

DEFINITIONS

Homework is tasks assigned to students by teachers that are meant to be carried out during non-school hours.

POLICY

It is a school aim that every student works towards and reaches their potential. Developing effective and independent study habits outside classrooms are important learning skills if students are to develop their potential.

Students are expected to develop sound home study patterns in their junior school years to ensure successful use of time in VCE/VCAL. Students should ensure they understand homework tasks.

Parents can help by assisting with the planning for and working at, regular home study tasks. If their son/daughter experiences difficulty with homework demands it is recommended they contact the relevant Tutor teacher or co-ordinator. A quiet well lit study area at home will also help.

A well organised student should be able to manage a rich and varied private life with the homework demands of school.

At Parkdale Secondary College all homework set by teachers will be:

- purposeful
- curriculum-aligned
- appropriate to students' skill level and age
- designed to help students develop as independent learners
- monitored by the teacher
- where appropriate, provide opportunities for parents/carers to partner in their child's learning.

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HOMEWORK-HOME STUDY TIMES

Students should expect to spend the following amounts of time on homework-home study:

Year 7	between 3 – 3.75 hours a week plus reading
Year 8	between 4– 5 hours a week plus reading
Year 9	between 6 – 7.5 hours a week plus reading
Year 10	between 8 – 10 hours a week plus reading
VCE	between 15 – 17.5 hours a week plus reading
VCAL	between 4- 6 hours a week plus reading.

The types of homework that teachers at Parkdale Secondary College will include are:

- Formal homework tasks, set on a regular basis.
- Catching up on missed work.
- Revision and practice for class work/tests.
- Planning for and researching for projects or assignments.
- Completing work from class.
- Reading of novels, books or papers.
- Preparation tasks for upcoming lessons.

STUDENT ORGANISER

It is important for students to carefully organise their time and plan for the completion of work requirements in all subjects. The Student Organiser is structured clearly for students to use on a daily basis, for parents to check easily and to use for communicating with teachers.

There are special pages in the Organiser for students to plan time at home to complete work requirements.

SHARED EXPECTATIONS AND RESPONSIBILITIES

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

Responsibilities and expectations for **leaders at Parkdale Secondary College** are to:

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

Responsibilities and expectations for **teachers at Parkdale Secondary College** are to:

- Homework completion is an integral part of student learning.
- Homework should be targeted at the appropriate level of the student.
- Avoid making excessive or constant time demands on a class.
- Allow students a reasonable time period in which to complete work at home.
- Check an organiser of a student in a class to ensure you are not adding to an already sufficient work demand in the time frame you are planning homework for the class.
- Try to ensure the homework set is necessary, positive, and (in the student's eyes) a useful exercise.
- Make sure you follow up homework with appropriate feedback to students about the homework.
- Homework that is not completed must be followed up by the classroom teacher, including contact with the parents.

Responsibilities and expectations for **students** are:

- being aware of the school's homework policy
- discussing homework 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 when difficulties arise
- organising their time to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment (for older students).

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

- Check Compass regularly to view set tasks.
- Keep email address current with General Office to ensure that all communications are being received.
- Develop a set homework routine and have a specific study space conducive to work set up.
- Discuss homework with your child.
- Contact student's Tutor Group teacher with concerns about workload and study

SUPPORT FOR STUDENTS

Parkdale Secondary College understands that students have different learning strengths, preferences and interests and may approach learning activities and homework 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 child's teacher.

JUMP/SMASH are after school sessions run by the Parkdale Secondary College Maths teachers to support students in understanding maths concepts or completing homework tasks. The sessions are run every Tuesday from 3.15pm – 4.00pm and all students are welcome. Students should speak to their classroom maths teacher for more details.

Homework Club - Homework club runs in the school library on Thursday afternoons from 3.25pm – 4.30pm. The school provides two tutors and a supervising teacher. This club is open to all students as a strategy to manage their homework time, develop a routine or seek additional support with homework tasks. Students should speak to their tutor teachers for more details.

Library space – The school library is open until 4pm each day and students are welcomed and supported to use the space for private study and as a tool to help with organisation.

Senior Centre – Students in Years 11 & 12 are welcome to use the senior centre for private or group study after school until 5pm.

COMMUNICATION

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

- Included in staff induction processes and staff training
- Published on Compass.
- Included in staff handbook/manual
- Included in student organisers.
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

- [Homework – Department Policy](#)

EVALUATION

The School Improvement Team – Teaching & Learning Executive, will be responsible for the review of this policy.