

# **HOMEWORK POLICY**

**Policy Number:**

**HWP**

**Status:**

**Ratified**

**Date Issued:**

**December 2009**

**Evaluation and Review:**

**December 2015  
Leader of Curriculum  
MacKillop College Leadership Team.**

**Policy Contact Officer:**

**Principal**

**Related Documentation:**

## **HOMEWORK POLICY**

### **RATIONALE**

Homework is an integral part of the learning process. Homework not only reinforces work learned during class lessons but provides an opportunity for independent learning.

Research on homework indicates that it should be approached not as an afterthought to the school day, but as a focused strategy for increasing understanding.

Homework assignments provide the time and experience students need to develop study habits that support learning. They experience the results of their efforts as well as the ability to cope with mistakes and difficulty (Bempechat 2004).

Year 7 – 10 students should be assigned homework to establish good learning and study habits (Gorges and Elliot 1999).

All students are expected to do homework each day. The quantity and type of homework will vary from subject to subject, and homework will not be set for every subject every day.

All students are to have their diaries with them in each lesson so their homework can be written down.

We strongly recommend that lessons for the coming day be recorded in the diary before the start of each day.

### **TYPES OF HOMEWORK**

Homework may take various forms. It should aim to:

- revise or review work done during the school day;
- prepare for tests and exams;
- prepare for classes (reading / research);
- work on assignments and assessment tasks set for completion over a period of time; and
- research and reading which deepens an understanding of a concept, elaborates on a new idea and/or expands their understanding.

**All students should be encouraged to spend some time reading at least 30 minutes every day.**

### **THE ROLE OF PARENTS IN HOMEWORK**

Parents are encouraged to take an active interest in the amount of homework set and when it is due. They are also urged to support and assist but not to complete homework.

If a student is having trouble completing homework in the time suggested, parents should write a note against the homework in the diary.

### **RECOMMENDED TIME SPENT ON HOMEWORK**

Teachers will indicate to students the amount of time to be spent on each subject. It is generally believed that an average student, with good personal organisation of time and resources, should spend on average a maximum of:

Years 7 & 8	One to one and a half hours per day – 60 to 90 minutes
Years 9 & 10	Two hours per day
Years 11 & 12	Three hours per day

## **STUDY AND REVISION**

In addition to daily homework, students should also develop a timetable for systematic study and revision. Making summaries, writing paragraphs, and practising exam questions are among the strategies that should be used (within the recommended time allocation). Regular study will help students to develop a mastery of their subjects and a sense of perspective in their studies, as well as ensuring that they are well prepared for examinations and class tests.

## **HOMEWORK**

If a student does not complete an assigned task on time, without adequate reason, or if a student submits work that is sub-standard, then the teacher will write a note in the Student Diary, or a letter will be sent home with the student.

Parents are asked to cooperate with the teacher by signing the Diary or letter and responding in the space provided if it is deemed necessary.

There will be occasions when students are unable to complete their homework and we ask parents to send a brief covering note to explain the situation or make a notation in the student's diary.

## **HOMEWORK**

### **Stage 4 Students:**

No holiday homework should be given to students in Year 7 or Year 8. All assessment tasks or assignments should be completed before the end of the term.

### **Stage 5 Students:**

As a general rule students in Year 9 and Year 10 should not receive holiday homework.

An exception to this rule can apply when, due to the extensive course content to be covered in a particular subject, it is necessary for an assessment task to be assigned prior to the end of term and be due in the first weeks of the new term. In these cases students are to be given a minimum of 3 school weeks, not including the holidays, to complete the task.

Leaders of Learning and/or subject teachers need to inform the Leader of Curriculum when planning assessment tasks which include a holiday period.

### **Stage 6 Students:**

The Preliminary and Higher School Certificate courses offered at MacKillop College have considerably more mandated content to be covered than Stage 4 and 5 courses. Stage 6

teachers are very much aware of the fact that students need time to rejuvenate after a hectic term.

It is however, necessary for Stage 6 students to complete assigned homework over certain holiday periods. This may include but is not limited to:

- revised or reviewed work completed in the previous unit of work or term;
- prepare or research for upcoming assessment tasks or exams;
- reading or viewing texts to be studied the following term;
- increase skill speed and improving students' abilities to apply skills to more complex problem solving; and
- deepen the understanding of a concept – providing students' time to read further elaborating on a new idea and expanding their understanding.

Homework is an integral part of the learning process. Homework not only reinforces work learned during class lessons but provides an opportunity for independent learning.

Research on homework indicates that it should be approached not as an afterthought to the school day, but as a focused strategy for increasing understanding.

Homework assignments provide the time and experience students need to develop study habits that support learning. They experience the results of their efforts as well as the ability to cope with mistakes and difficulty (Bempechat 2004).

Year 7 – 10 students should be assigned homework to establish good learning and study habits (Gorges and Elliot 1999).

All students are expected to do homework each day. The quantity and type of homework will vary from subject to subject, and homework will not be set for every subject every day. All students are to have their diaries with them in each lesson so their homework can be written down.

We strongly recommend that lessons for the coming day be recorded in the diary before the start of each day.

### **TYPES OF HOMEWORK**

Homework may take various forms. Which aims to:

- Revise or review of work done during the school day;
- Prepare for tests and exams;
- Prepare for classes (reading / research);
- Work on assignments and assessments tasks set for completion over a period of time; and
- Research and reading which deepens an understanding of a concept, elaborates on a new idea and/or expands their understanding.

**All students should be encouraged to spend some time reading every day.**

### **THE ROLE OF PARENTS IN HOMEWORK**

Parents are encouraged to take an active interest in the amount of homework set and when it is due. They are also urged to support and assist but not to complete homework.

If a student is having trouble completing homework in the time suggested, parents should write a note against the homework in the diary.

### **RECOMMENDED TIME SPENT ON HOMEWORK**

Teachers will indicate to students the amount of time to be spent on each subject. It is generally believed that an average student, with good personal organisation of time and resources, should spend on average a maximum of:

Years 7 & 8	One to one and a half hours per day
Years 9 & 10	Two hours per day
Years 11 & 12	Three hours per day

### **ASSIGNMENT SCHEDULE**

An assessment and assignment calendar for each year level will be published in the Newsletter and given to each student at the beginning of each term.

### **STUDY AND REVISION**

In addition to daily homework, students should also develop a timetable for systematic study and revision. Making summaries, writing paragraphs, and practising exam questions are among the strategies that should be used (within the recommended time allocation). Regular study will help students to develop a mastery of their subjects and a sense of perspective in their studies, as well as ensuring that they are well prepared for examinations and class tests.

### **HOMEWORK NOT DONE**

If a student does not complete an assigned task on time, without adequate reason, or if a student submits work that is sub-standard, then the teacher will write a note in the Student Diary, or a letter will be sent home with the student.

Parents are asked to cooperate with the teacher by signing the Diary or letter and responding in the space provided if it is deemed necessary.

There will be occasions when students are unable to do their homework and we ask parents to send a brief covering note to explain the situation or make a notation in the student's diary.

### **HOMEWORK**

#### **Stage 4 Students:**

No holiday homework should be given to students in Year 7 or Year 8. All assessment tasks or assignments should be completed before the end of the term.

#### **Stage 5 Students:**

As a general rule students in Year 9 and Year 10 should not receive holiday homework.

An exception to this rule can apply when, due to the extensive course content to be covered in a particular subject, it is necessary for an assessment task to be assigned prior to the end of term and be due in the first weeks of the new term. In these cases students are to be given a minimum of 3 school weeks, not including the holidays, to complete the task.

Leaders of Learning and/or subject teachers need to inform the Leader of Curriculum when planning assessment tasks which include a holiday period.

### **Stage 6 Students:**

The preliminary and Higher School Certificate courses offered at MacKillop College have considerably more mandated content to be covered than Stage 4 and 5 courses. Stage 6 teachers are very much aware of the fact that student's, need time to rejuvenate after a hectic term.

It is however, necessary for Stage 6 students to complete assigned homework over certain holiday periods.

- Revise or review work completed in the previous unit of work or term.
- Prepare or research for upcoming assessment tasks or exams.
- Reading or viewing texts to be studied the following term.
- Increase skill speed, improving students' abilities to apply skills to more complex problem solving.
- Deepen understanding of a concept – providing student's time to read further, elaborating on a new idea and expanding their understanding.