

HOMEWORK POLICY

PURPOSE

The purpose of this policy is to outline to students, parents/carers and school staff Altona College's expectations for homework and at-home learning.

SCOPE

This policy applies to students in all year levels and staff responsible for setting homework.

POLICY

Altona College acknowledges that homework should be tailored and adapted to suit the personal and developmental needs of students.

Teachers at Altona College are encouraged to exercise their discretion in assigning tasks that are appropriate for their students and most likely to be meaningful. This may comprise of reading, practice exercises or extension assignments.

PREP TO YEAR 4

In the early years, the objective of homework should be to practise and consolidate the concepts that have been introduced during class time. It is also intended to introduce the concepts of self-discipline and responsibility and prepare them for the upper grades.

Assigned homework tasks will build on concepts explored in the classroom and encourage students to use their initiative by gathering additional information or materials.

Homework will mainly consist of daily reading to, with, or by parents/carer or older siblings and **is recorded in the student diary.**

Students are generally not expected to complete more than 30 minutes of homework per day and no homework tasks will be assigned over the weekends or during the holidays.

YEAR 5 TO YEAR 6

In the upper year levels, the objective of homework is to build on the concepts of self-discipline, responsibility and initiative to prepare students for secondary school. **Students are required record all homework tasks in their college diary.**

Assigned homework tasks will include daily independent reading **and may include extension assignments, tasks dedicated to reinforcing new mathematical concepts introduced in class, and/or incomplete class work.**

Students are generally not expected to spend more than 45 minutes per day on homework and no homework tasks will be assigned over the weekends or during the holidays.

YEAR 7 TO YEAR 12

Commencing secondary school, students are encouraged to begin focusing on distributing time proportionally to the variety of subjects they study. In addition, students are encouraged to progress towards greater autonomy in the organisation, completion and submission of homework tasks.

In Years 7-12, an effective homework routine should include:

1. **Catch up:** Students should complete any tasks left outstanding from the days classes. Teachers will generally allocate sufficient time to complete the majority of work at school, however students are expected to complete outstanding work prior to the next lesson, unless otherwise advised. Students who maximise the use of class time will typically find there is very little catch up required each day.
2. **Preparation:** Assuming daily tasks have been completed, teachers will set preparation tasks to maximise the efficiency of face to face time. Being adequately prepared for lessons is essential to promote engagement and maximise student learning growth at school. Good preparation might include:
 - a. Reading ahead to identify key vocabulary and definitions
 - b. Watching video content to explore a new topic
 - c. Undertaking research
 - d. Attempting some practice tasks to identify challenges and enable precise questioning in the next lesson
 - e. Discuss the last lesson with a friend to share ideas and build a common foundation for the upcoming lessons
3. **Revision:** For the most diligent and dedicated students, there is no such thing as too much practice! Where a study schedule allows for it, students should consider allocating some time to practising a skill they have previously learned. This becomes increasingly important when preparing for senior exams that can assess content from any unit across the full year of study. Examples of effective revision include:
 - a. Attempting practice questions or past exam papers
 - b. Re-visiting past assessments and actioning feedback
 - c. Reading past chapters again to refresh content knowledge
 - d. Completing a practical project that uses prior learning in a new context

TIME MANAGEMENT: 7-12

In undertaking the above, students should ensure they undertake multiple study sessions across the week always being mindful of the Compass Learning Tasks platform which will highlight essential tasks that are due for completion. On average, students should expect the following time commitment (or equivalent) for **preparation and revision**, noting that **additional time will be required for catch up** depending on the students use of class time:

Years 7 - 8: 40 - 60 minutes, 3 days per week

Years 9 - 10: 60 - 90 minutes: 3-4 days per week

Years 11 - 12 - 60 - 120 minutes, 5-6 days per week

NOTE: Students are encouraged to break study sessions into 2-3 smaller blocks separated by short breaks for snacks, hydration or exercise. Many students have successfully implemented short study blocks as follows:

- Before school and lunchtime study groups
- Afterschool before parent pickup
- Before and after sports or hobbies
- On weekends before attending to sporting or social commitments (Saturday mornings can be a great time to do some study with the reward of an outing immediately after).

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.

Altona College will support students by:

- *fostering lifelong learning and connecting families with the learning of their children, as part of a comprehensive and balanced curriculum within Victorian schools*
- *ensuring the school's homework policy is relevant to the needs of students*
- *advising parents/carers of homework expectations at the beginning of the school year and providing them with a copy of the homework policy*
- *encouraging parents/carers of early primary school aged children to read to and with their children for enjoyment*
- *ensuring that upper primary students use homework diaries to provide a regular communication between parents and the school.*

Teachers at Altona College will:

- *equip students with the skills to solve problems*
- *encourage real-life problem solving, logical thinking, creativity and imagination*
- *set varied, challenging and meaningful tasks related to class work to suit the students' learning needs*
- *give students enough time to complete homework, considering home obligations and extracurricular activities*
- *assess homework and provide timely and practical feedback and support*
- *help students develop organisational and time-management skills*
- *ensure parents/carers are aware of the school's homework policy*
- *develop strategies within the school to support parents and carers becoming active partners in homework*
- *offer a wide range of opportunities for families to engage in their children.*

It is expected that students will take responsibility for their own learning by:

- *being aware of the school's homework policy*
- *discussing with their parents/carers homework expectations*
- *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.*

It is expected that parents/carers will support their children by:

- *developing a positive and productive approach to homework*
- *ensuring there is a balance between the time spent on homework and recreational activities*
- *reading to them, talking with them and involving them in learning opportunities during everyday household routines and physical activity*
- *talking to teachers about any concerns they have about the homework*
- *attending the school events, productions or displays their child is involved in*
- *ensuring upper primary students keep a homework diary*

- *discussing homework with their child in their first language, if English is not the main language spoken at home, and linking it to previous experiences*
- *linking homework and other learning activities to the families' culture, history and language, linking with relevant services, clubs, associations and community*
- *ensuring there is a quiet study area for students to complete their homework tasks.*

SUPPORT FOR STUDENTS, PARENTS AND CARERS

Teachers at Altona College understand that students have different learning styles and interests, and may approach learning activities and homework differently. If you are concerned that your child may not understand the homework tasks that have been set for him or her, or is spending a long period of time completing their homework, we encourage you to speak to their classroom, homegroup teacher or Year Level Coordinator.

FURTHER INFORMATION AND RESOURCES

- School Policy and Advisory Guide:
 - [Homework Guidelines](#)
 - [Homework Expectations](#)

REVIEW CYCLE

This policy was last updated in September 2020 and is scheduled for review on September 2023