



HOMEWORK AND HOME STUDY POLICY

PURPOSE

Homework is a valuable part of schooling. It allows students to practice, extend and consolidate work completed in class. It also provides students with opportunities to develop planning and time management skills and in using information resources. It also allows students to establish study habits and self-discipline. Mount Waverley Secondary College expects students to further develop and consolidate independent learning skills by completing homework tasks.

Homework develops and extends on the work completed during class time and provides opportunities to strengthen the partnership between the college and home. It also provides parents/carers with insights into what is being taught at school. Homework expectations are also included in the student planner distributed at the beginning of the year. If students do not complete their homework on a regular basis this will be followed up with parents.

Homework has a positive effect on learning and is an important part of reinforcing the concepts introduced during class, it also plays a significant role in building work ethic, self-discipline and responsibility.

At Mount Waverley 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.
- provide opportunities for students to review, revise and reinforce newly acquired skills
- provide opportunities for students to apply new knowledge
- provide opportunities for students to prepare for future lessons
- encourage students to enrich or extend knowledge individually, collectively and imaginatively
- foster good lifelong learning and study habits

Teachers at the college set regular homework. Where possible, homework tasks will be coordinated across different subjects and faculties to ensure students are still able to balance their school and other external commitments.

Homework should be:

- appropriate to the student's age and skill level
 - purposeful and relevant to the curriculum
 - assessed and checked by teachers with feedback for improvement when required
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Homework is more than just completing set tasks and activities. A wide variety of activities constitute homework and home study **including:**

- completing classroom work
- reading texts, especially English novels and texts
- preparing for a new topic
- studying for a test
- revising work
- working on out of class assignments
- listening to/watching the news
- preparing for a class presentation
- practising a musical instrument
- practising tasks to improve skills
- practising a Language being studied
- completing consolidation exercises for mathematics
- completing science investigation exercises
- making or designing an artwork
- practising spelling words
- practising sports skills
- reading background material for a subject
- reading for pleasure
- researching topics associated with set class work
- applying new skills to home context
- engaging with parents in learning activities such as:
 - rehearsing a presentation with parent/carers, and seeking their feedback
 - interviewing a family member as part of a research project.

DEFINITIONS

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

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

The current evidence and research shows that the quality of homework assigned is important. Research has established that homework has a positive effect on learning and is an important educational supplement to enhance the learning experience of students. Providing choice amongst homework tasks results in higher motivational and performance outcomes.

Homework assists students by;

- Complementing and reinforcing classroom learning
- Fostering good lifelong learning and study habits
- Providing an opportunity for students to become responsible for their own learning
- Developing self-regulation processes such as self-reflection and time management

Expectations



Time spent on homework is dependent on the age of the child and the academic demands of the year level. While the amount of homework may vary over the course of the year it is generally expected that students should allow the following time to complete homework and home study. It is recommended that students complete the homework in a timely manner and to the best of their ability, the student planner will assist students in managing and prioritising tasks and study.

The suggested minimum times for home study are:

Years 7 & 8	1-2 hours per night
Year 9	2 hours per night
Year 10	2 – 2.5 hours per night
Year 11	2.5 – 3 hours per night
Year 12	3 – 4 hours per night

* Students may also complete homework and home study at the weekend during some times of the year.

SHARED EXPECTATIONS AND RESPONSIBILITIES AND ROLES

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.

The college:

- Ensuring that parents and carers are aware of the Homework and Home Study Policy
- Fostering lifelong learning and connecting families with the learning of their children
- Limiting homework set for completion over holidays or weekends (except for VCE)
- Setting no homework the week before examination periods (Years 9-12) except for revision/study purposes
- Integrating major assessment tasks within the school calendar
- Ensuring and encouraging students to use the student planner
- Notifying parents if homework is no submitted or is unsatisfactory or incomplete

The teacher: will;

- Ensure that the work is appropriate for a homework or home study task, for example, practice exercises, revision of concepts, extension exercises
 - Ensure that the work is reasonable and manageable for the student concerned and within the time frame
 - Encourage students to engage with problem solving, logical thinking and creativity
 - Set clear homework requirements; communicate the due date and ensure it is entered in the student planner and work is returned in a timely manner and oral/written feedback is given when required
 - Assist students when difficulties arise
 - Record any non-submission of homework on Compass
 - Follow up with students who have not completed homework with appropriate consequences, for example, renegotiating a submission date, lunch or after school detentions to ensure work is completed
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- set homework that is curriculum-aligned and appropriate to the student's skill level and age
- ensure homework tasks are purposeful – this means they are deliberately designed and planned to support student learning (so, they are not 'busy work' or where students 'finish off' work they did/could not complete in class)
- ensure the amount of homework set supports a student to engage with a range of recreational, family and cultural activities outside of school hours
- offer opportunities for families to engage in their children's learning.

The student will:

- Record the details of all set homework and home study in their student planner
- Be made aware of the importance of homework and the college homework policy
- Record due dates for major assessment tasks and assignments in the student planner
- Accept responsibility for the completion of homework tasks by the due date
- Seek assistance from teachers, parents/carers when difficulties arise
- Organise their time to manage home and sporting commitments, recreational and other activities and part time work if applicable
- In the case of an absence, the student will hand in the homework as soon as they return or negotiate with the teacher to determine an alternate time for submission.
- Be aware of the school's homework policy
- Discuss homework expectations with their parents/carers
- Accept responsibility for the completion of homework tasks within set time frames
- Follow up on comments made by teachers
- Seek assistance when difficulties arise
- Organise their time to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment (for older students).

Parents and carers will:

- Assist their child to develop a positive and productive approach to homework
 - Assist their child to develop organisational strategies
 - Encourage them to take increasing responsibility for their own learning
 - Provide a quiet place and a desk for regular homework and study
 - Encourage them to set aside time each day to read and complete homework on time
 - Help them to complete homework by discussing key questions or directing them to resources
 - Help them to balance the amount of time spent completing homework and engaging in leisure, sport or part time employment
 - Check the student planner to see whether homework or study has been set
 - Contact the teacher if there are concerns about the homework
 - Attend college events, displays or productions in which their children are involved
 - Contact the relevant teacher or sub school team to discuss any problems their children are having with the homework
 - Ensure there is a balance between the time spent on homework and recreational, family and cultural activities
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- Discuss homework with their child in their first language, if English is not the main language spoken at home, in dialogue, linking homework to:
 - previous experiences the child and/or parent/carer may have had
 - family culture(s), history(ies) and language(s)
 - relevant services, clubs, associations and community.

SUPPORT FOR STUDENTS, PARENTS AND CARERS

Mount Waverley 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.

The college has a number of programs to assist students to understand and complete homework. The Resource Centre on both campuses is open before and after school, Homework Club is offered on the Junior Campus and specific subject study groups are offered on the Senior Campus, and teachers are available after school in a number of subject areas for after school support.

WHEN HOMEWORK, ASSIGNMENTS AND TASKS ARE NOT COMPLETED

One or more of the following consequences may follow when homework is not completed;

- Students in Years 7 to 10 who fail to meet work submission deadlines, assignments or tasks will forfeit marks at the rate of 10% or one grade per overdue school day. If work is more than five school days late it will be awarded an NS for non-submission.
- Students in VCE units fall under the jurisdiction of VCAA guidelines for submissions, which are outlined in the VCE Handbook.
- If work is not completed then the parent/ carer may be notified. The concern is also recorded on Compass.
- If work is still not satisfactorily completed the student will be required to attend a detention – this may be after school (parents will be given at least 24 hours if this occurs).

If homework is continually not submitted the sub school team will work with the parent/carer to assist in developing strategies, for example, support in developing a study timetable, use the library after school and attend Homework Club.

FURTHER INFORMATION AND RESOURCES

School Policy and Advisory Guide:

Homework Guidelines

Homework and Expectations

[Homework – Department Policy](#)

REVIEW CYCLE

This policy was last updated October 2021 and will be reviewed in October 2024.
