



HOMEWORK POLICY

PURPOSE

This policy outlines to our school community Ararat Colleges' policy requirements relating to homework, applying to all students of the College and all staff responsible for setting and monitoring homework.

OBJECTIVE

Ararat College has developed this Homework Policy 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
- fostering good lifelong learning and study habits
- supporting learning partnerships with parents/carers.
- reinforcing and extending classroom learning
- preparing students for inquiry based learning and personal time management skills needed as students progress through to the senior years
- providing opportunities for students to become independent learners and increase their aspirations and resilience through a strong and well rounded work ethic.

The Ararat College Values of Respect, Responsibility and Excellence underpin our homework policy and expectations of staff and students.

Students should take responsibility for their learning, by completing their set homework and improving key learning skills. Students should take care in their work, ensuring excellence in completing homework to the best of their ability, and taking on feedback from staff, parents and carers relating to their homework.

DEFINITIONS

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

POLICY

Ararat College has four (4) points that underpin its homework policy. At Ararat College, **all** homework set by teachers will be:

- purposeful
- appropriate to students' skill level and age
- monitored by the teacher
- have clear instructions given by the teacher to students verbally, physically or on Google Classroom/XUNO/Online Learning Management Systems

Time allocations

The following times should be used as a guide for student homework completion each week.

Year level	Recommended time
Year 7	45 minutes – 1 hour 3 nights per week
Year 8	1 hour 4-5 nights per week
Year 9	1-1.5 hours 4- 5 nights per week
Year 10	1.5 hours 5 nights per week
Year 11	1.5- 2 hours 5 nights per week
Year 12	2.5- 3 hours 5 nights per week

Shared expectations and responsibilities

Homework is a shared responsibility between the whole Ararat College community.

Responsibilities and expectations for **school leadership** 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
- monitor feedback from students, parents/carers and teachers on the homework policy and make amendments to the policy as needed and when required
- ensure adequate staffing for catch up sessions during lunchtimes and after school

Responsibilities and expectations for **faculty heads** are to:

- ensure adequate homework tasks are being set at each year level, as appropriate
- support teachers with the planning and implementation of homework relevant to the curriculum, that supports student learning and understanding
- respond to queries from parents/carers and work with subject teachers and sub-school leadership on solutions

Responsibilities and expectations for **teachers** are to:

- set homework that is aligned to the main four (4) policy points
- assess homework and provide timely and practical feedback, when required by the task
- ensure the amount of homework set supports a student to engage with a range of recreational, family and cultural activities outside of school hours
- communicate concerns about student homework completion with faculty heads and sub-school coordinators and leaders
- follow all documentation and incident management processes required on XUNO

Responsibilities and expectations for **students** are:

- to complete homework to the best of their ability
- to complete homework in a timely manner, by the due date
- seek assistance from teachers and/or support staff when difficulties arise. This can be in person or via XUNO.
- organise time to manage home, sporting, work and family commitments with homework completion.
- discuss homework expectations with parents and guardians.

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

- ensuring there is a balance between the time spent on homework and recreational, family and cultural activities
- talking to teachers about any concerns they have about the homework

- ensuring there is a quiet study area for their child to complete homework

Scope of work

Given the differences in stages of schooling, learning, number of classes per week and student ages, homework set looks different across each year level.

Junior School – Year 7 & 8

Homework in the junior school is generally kept to core subjects only, with tasks from other subjects required from time to time. For the purposes of this policy, core subjects at junior school level are English, Mathematics, Science and Humanities. Students are encouraged to set aside one night each week for the allocated time specified above, to complete a specific subject.

Middle School – Year 9 & 10

Homework in the middle school has a focus on core subjects, with additional elective subjects setting tasks as required. For the purposes of this policy, core subjects at middle school are English, Mathematics, Science and Health and Physical Education. Students in Year 10 may be studying a senior subject, which requires a greater level of study and commitment, and should be factored in when planning study schedules each week. Students in Year 10 studying a senior subject should refer to the senior school homework allocation of time for reference on the suggested amount of study.

Senior School – Year 11 & 12

The homework load for students in senior school increases from middle school. As students progress through Year 11 and into Year 12, the expectations and requirements of outside of school study increase as well as the need to complete homework and revision tasks set by teachers. All subjects at Years 11 and 12 level are considered core subjects to students, as these subjects go directly towards their completion of a VCE or VCAL certificate.

Non completion of homework actions

As part of the shared expectations and responsibilities of students, homework should be completed in a timely manner and submitted by the due date set by subject teachers.

When students do not submit homework without a valid reason, the following steps are taken:

1st Offence:

- Student attends the homework catch up room during a lunchtime nominated by the subject teacher.
- A 'Homework- Detention' action is logged on XUNO.

2nd Offence:

- Student attends the homework catch up room during lunchtimes, until the homework is completed.
- A 'Homework- Missed Task' action is logged on XUNO by the subject teacher. This action notifies parents and guardians of homework non-completion.
- A 'Homework- Detention' action is logged on XUNO as per the process for a first offence.

3rd Offence:

- Subject teacher completes a 'Homework- After School Catch Up' action on XUNO. This action notifies parents and guardians that homework has been consistently not completed, and an after school catch up session is required.
- The Sub-School Coordinator contacts parents/carers and arranges a suitable time for the after school catch up session.
- The relevant Sub-School Coordinator notifies the student and subject teacher of the session arrangements.

Continued non completion:

- Sub-school coordinator or leader arranges a school support meeting with the student and parents/carers.

Support for students and parents/carers

Many 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, parents/guardians can contact:

- The subject teacher
- Heads of Faculty
- Sub-School Co-ordinators
- Sub-School Leaders
- Principal team

Homework Club

Homework Club is held every Wednesday in the school library from 3:30-5pm. This provides an opportunity for students to complete tasks with the support of a tutor. Please let your child's co-ordinator or sub-school leader know if they would like to participate in this group.

Senior School Support

Many teachers offer extra support to VCE and VCAL students by appointment or by way of regular sessions during the week and pre-arranged times, such as recess and lunch times and after school. Students and/or parents/carers should contact subject teachers to query this or the senior school coordinator or sub-school leader.

At Home

Parents and carers can help their child at home by:

- Providing a place or desk for quiet homework and study
- Showing an interest in school work by asking how their child is progressing with schoolwork
- Celebrating success with their child when homework is completed
- Encouraging them to set aside time every night to complete homework and/or study and make it part of a regular routine at home
- Helping them complete homework by asking key questions and directing their child to resources for help
- Helping them balance the amount of homework and recreational and sporting activity completed
- Checking if homework has been set and reminding their child to complete it
- Reading English texts with their child, to discuss key ideas and knowledge

- Attending student/parent/teacher conversation evenings and days and keeping the lines of communication open between home and school

FURTHER INFORMATION AND RESOURCES

Each sub-school at Ararat College has a document detailing the types of tasks students can be expected to complete for homework, in addition to ways parents/carers can support their child with homework specific to the sub-school.

A suggested schedule is also provided for homework in core subjects in the junior and middle schools. This information will be available on the Homework Page on our school website at the beginning of 2021.

KEY CONTACTS

Concerns with homework or any learning task should be raised with the subject teacher, with support from Faculty Heads or Coordinators and Sub School Leaders.

Key contact information is also available on our school website.

REVIEW CYCLE

This policy was last updated on October 27th 2020 and is scheduled for review in October 2021.