

# Homework Policy

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## Help for non-English speakers.

If you need help to understand the information in this policy, please contact the college 5996 3544 or [cranbourne.sc@education.vic.gov.au](mailto:cranbourne.sc@education.vic.gov.au)

## Purpose

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

## Scope

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

## Rationale

Cranbourne 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. These tasks are often related to the topics and skills covered in class and are designed to reinforce learning.

**Study** is a self-directed process that students undertake on their own to deepen their understanding of a subject or topic. The purpose of study is to develop a deeper understanding and mastery of a subject or topic, rather than just completing a specific assignment or task.

## Policy

At Cranbourne 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.

The types of homework that teachers at Cranbourne Secondary College may include are:

- completing consolidation exercises for mathematics including Sparx activities
- completing science investigation exercises
- completing Edrolo activities
- completing Lexia activities
- making or designing an artwork
- practising and playing musical instruments
- practising spelling words
- practising sports skills
- practising words/phrases learnt in a language other than English

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- reading background material for a subject
- reading English texts prior to class discussion
- reading for pleasure
- researching topics associated with set class work
- revising/preparing for tests
- applying new skills to home context such as:
  - planning and cooking food, including following a recipe
  - helping to plan a day trip or holiday, including timings, directions and costs
  - growing plants
  - reviewing their favourite film or book
  - writing a diary entry
- 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.

The amount of homework set for students will increase gradually as they move through the College to prepare them for the demands of senior years as well as developing important skills such as critical thinking, problem solving, and time management.

- In Years 7-9, teachers will take into consideration the competing demands on the student's free time (e.g. other homework, sporting or family commitments).
- Setting homework that is due the following day will be avoided where possible to allow students to create an effective homework plan.
- Year 7 and 8 students will be expected to complete an average of 2.5 – 5 hours of homework in total per week.
- Years 9 and 10 students will be expected to complete an average of 8-10 hours of homework in total per week.
- Year 11 and 12 students are expected to complete 2-3 hours of homework per subject per week. This homework should include the completion of set tasks and ongoing preparation for exams. It is also expected that students complete a minimum of 5 hours of homework (per subject) during the term breaks to consolidate the learning of the previous term, and in order to be fully prepared for new topics in the upcoming term.

## 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 **education leaders at Cranbourne 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
- provide students with a silent space to complete homework/study afterschool

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

- 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)
- assess homework and provide timely and practical feedback
- ensure the amount of homework set supports a student to engage with a range of recreational, family and cultural activities outside of school hours
- where possible, inform students of homework tasks in a timely fashion so that students can schedule to complete it while factoring in other external commitments
- support students when external factors impact homework completion
- offer opportunities for families to engage in their children's learning
- use Compass to set homework tasks and communicate successful completion.

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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 and submission of homework tasks within set time frames
- following up on feedback made by teachers
- seeking assistance from the relevant teacher when difficulties arise when completing homework
- to utilise Study Hall periods to complete homework and revision tasks
- using organisational tools to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment (for older students).

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

## Support for students and parents/carers

Cranbourne 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 contact their child's subject teacher. The college provides an after-school tutoring program from the library to support all students.

## Communication

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

- Included in staff induction processes and staff training
- Available publicly on our school's website
- Available on Compass School Documentation
- Reminders in our school newsletter, student assemblies, enrolment packs and engagement curriculum lessons
- Hard copy available from school administration upon request

## Related policies and resources

- [Homework – Department Policy](#)

## Policy Review and Approval

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| <b>Policy last reviewed</b>  | Term 3, 2024   |
| <b>Consultation</b><br>Consultation with School Council recommended. | Leaders of Learning and teachers: Term 1, 2023<br>Policy Reference Group: Term 2, 2023<br>Student Principal Reference Group Term 2 2023<br>Student Focus Groups Term 3 2024<br>School Council: Term 3 2024 |
| <b>Approved by</b>   | Principal  |
| <b>Next scheduled review date</b>                                    | Term 4 2028  |