



## Homework Policy

### PURPOSE

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

### SCOPE

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

### RATIONALE

Portland 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. Homework may involve student self-directed study outside of school hours.

### POLICY

At Portland 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

Homework includes:

- Tasks set by classroom teachers or mentors
- Extension or research work
- Revision
- Completion of work not finished in class



## 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.

### School Leaders

It is expected that school leaders will 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.

### Teachers

It is expected that teachers will:

- 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 (not just “busy “work or incomplete classwork work students finish off)
- 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
- Follow up with students when homework is regularly incomplete, late or not submitted
- Offer opportunities for families to engage in their children's learning

### Students

It is expected students will:

- Be aware of the school's homework policy
- Record homework in their diary
- Discuss homework expectations with their parents/carers
- Organise their time to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment for older students
- Complete all homework by the due date
- Seek assistance if they are unable to complete the homework before the due date
- Review and reflect on the feedback to improve their learning

### Parents and caregivers

Parents and caregivers help their children with homework by:

- Ensuring there is between the time spent on homework and recreational, family and cultural activities
- Talking to teachers about any concerns they have about the homework
- Encouraging them to set regular daily session to read and complete homework without distractions, such as electronic devices, television, and social media
- Helping them to complete homework by discussing key questions or directing them to resources
- Encouraging students to develop a positive work/life balance
- Ensuring there is a quiet study area for their child to complete homework.
- In the case of non-submission of homework due to absences, illness or unforeseen circumstances, provide a note or explanation to the teacher

## SUPPORT FOR STUDENTS AND PARENTS/CARERS

Portland 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.



## 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
- Included on Staff Knowledge Base
- Reminders in our school newsletter
- Discussed at parent information nights/sessions
- Discussed at student forums
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- Student Wellbeing and Engagement Policy

## REVIEW CYCLE

DATE	VERSION	CONSULTED WITH	APPROVED BY	NEXT REVIEW
July 2024	3	School Council, Curriculum Committee	Principal	June 2028