



HOMework POLICY

Duncraig SHS takes the view that homework is a critical part of the learning program for all students, although the commitment and complexity can vary with the needs of students and their phase of development. Consequently, the expectation for a Year 12 ATAR student is different from that of a Year 9 student and in turn is different again from that of a Year 11 VET student.

Homework is a generic term which is used to describe any of the following: set homework, continuing with project work, finishing class work, consolidating the matters raised or engaged with in class (over viewing), preparing ahead, preparation of study notes, memory work on notes, self-testing for assessments, reading and/or researching, organisation of files and the practice of new skills. Homework can support levels of student achievement by extending the time available for students to consolidate skills and concepts learned at school. All the educational research shows that such consolidation increases both long and short-term retention of facts, concepts and processes. Homework is an opportunity for teachers to monitor student progress and can also assist in keeping parents informed about a student's learning program and progress. Duncraig SHS students are expected to work approximately five nights per week and can never say they have nothing to do. Students in Mathematics, English, Science and Humanities and Social Science will usually expect homework three to four times per week from these subjects. However, in some cases the work set may be more of a project nature and extend over a number of nights. The expectation is that teachers of other subjects, which are not practically based, will also set homework on a regular basis. Parents should contact their child's teacher or FORM teacher if they have any concerns about homework. Regular checks of homework diaries also help to solve this problem (See Diary Policy). Noting that homework requirements will vary, the following can be used as a guide:

- Year 7 - 1hr per night, 5 nights per week
- Year 8 - 1-1.5 hours per night, 5 nights per week
- Year 9 – 1.5 -2 hours per night, 5 nights per week
- Year 10 - 2-2.5 hours per night, 5 nights per week
- Year 11/12 - ATAR 2.5-3 hours per night, 5 nights per week
- Year 11/12 - Non-ATAR 1-1.5 hours per night, 5 nights per week.

Please note that there will always be critical times when some courses require significantly more than this. All students are encouraged to establish a home study timetable/program that suits their needs. By expecting regular homework, students are made responsible for managing their particular study program so that the workload does not become unmanageable and impinge unreasonably on leisure/family time.

Head of Departments/ Teachers in Charge's Responsibility

- Establish guidelines for relevant staff that ensures consistency of homework across all common classes.
- Assume responsibility for relevant staff such that homework is regularly set to meet the school's homework policy.
- Develop LA policies for consequences for those students who do not regularly do their homework.

Subject Teacher Responsibility

- Follow LA guidelines in ensuring consistent and regular homework is set to meet the school's homework policy.

- Follow up with those students who don't regularly do homework.
- Keep a record of homework set.
- Ensure that students comply with the school diary policy.
- Check that set homework is completed satisfactorily and is marked.
- There are a variety of ways this can be achieved, depending on subjects and phase of development of students. Such methods as teacher marking, self-marking or marking by other students are all considered appropriate.
- Respond to parent concerns promptly.

Student Responsibility

- Accurately record all homework in their school diaries.
- Complete all set homework and assignments by the due date.
- Develop a study timetable and stick to it.
- Obtain feedback on homework they found difficult at the earliest possible time.

Parent Support

- Check and sign student diaries every week.
- Assist the child by providing an appropriate home study area that is free from distraction of noise and movement.
- Liaise with appropriate teachers when there are concerns about the amount and quality of homework.
- Reinforce the need for students to develop a study timetable and help them adhere to it.

The Homework Club

The school offers a homework class for all students. The classes are held in the English Block on Monday and Tuesday from 3.00pm until 4.30pm. This is a great opportunity for students to get homework done as well as students being able to gain assistance from teachers who are rostered on. Students are required to sign in. Lower school students are not able to leave without a note from a parent. Senior school students however may leave on completion of their work.

Study Skills

Duncraig SHS has subscribed to the Online Study Skills Handbook again for 2016. The handbook provides a comprehensive and interactive guide for the school community to the study skills needed for success in high school studies. This approach taps into students' affinity with technology to create a new and effective way to improve students' study skills as well as enable students to learn new ways to improve their results at school. Some of the many topics covered by the handbook include: Home Study Environment, Organisation and Filing, Time Management Skills, Goal Setting, Managing Stress, Active Studying, Preparing for Exams. The study skills handbook can be accessed through the school website and the username and password are communicated through the school newsletters.

<http://www.studyskillshandbook.com.au/>

School Username: forduncraigonly

School Password: 72results