

# HOMEWORK & HOME STUDY POLICY



**Help for non-English speakers:** If you need help to understand the information in this policy please contact the school on 98398800 / 97363650.

## PURPOSE

To outline to our school community the Department of Education's (DE's) and Box Hill High School's policy requirements relating to homework and home study.

## SCOPE

This policy applies to students in all year levels and staff responsible for setting and monitoring homework at Box Hill High School.

## RATIONALE

For success at secondary level, a balanced and consistent application is needed at school and at home. Completion of homework consolidates and supports work undertaken in school hours. The setting and completion of homework, and completion of home study and revision, is therefore viewed as an integral part of the educational process at Box Hill High School. This is seen to reinforce and enrich the curriculum and encourage excellence and requires the support of both parent and teacher groups.

Box Hill High School 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 previously and newly acquired learning
- 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** are tasks assigned to students by teachers that are meant to be carried out during non-school hours.

**Home study** is where students choose to complete additional, non-assigned tasks that are completed outside of the classroom.

**Revision** is the process of re-examining course material to review content and skills, with an aim of identifying strengths and areas for improvement.

## POLICY

At Box Hill High School, all homework and home study set by teachers will be:

- purposeful
- curriculum-aligned
- appropriate to students' skill level and age
- designed to help students develop as independent learners
- where appropriate, provide opportunities for parents/carers to partner in their child's learning.

**At Box Hill High School, the homework expectations include the following:**

- The nature and amount of homework at each Year Level vary according to individual age, learning needs and contexts.
- The school recognises the cognitive load challenges **Year 7 students** face when entering a high school setting. As such, Semester 1 focuses on students becoming acclimatised to new high school processes such as multiple rooms, teachers, and new subject areas. By the end of the year, the school recommends that Year 7s will have increased homework completion **to about 4 hours per week.**
- After Year 7, as a general rule, the school recommends the following for time that students will contribute to homework, home study and revision:
  - Year 8                   6 hours per week
  - Year 9                   7 hours per week
  - Year 10                 10 hours per week
- As students enter senior education, the rigour of VCE also increases. Homework is also used to expand on class learning and to further develop knowledge and skills. For VCE students, the school recommends the following for time that students will contribute to homework, home study and revision:
  - **Year 11:** 2 hours per weeknight and 4-6 hours on the weekend (2-3 hours per subject per week)
  - **Year 12:** 2-3 hours per weeknight and 6-8 hours on the weekend (3-4 hours per subject per week)
  - Vocationally-based pathways and programs, particularly in the senior years, may see the expectations for time given to homework reduced.

It should be recognised that these are only recommendations. Individual differences between students and additional factors, such as varying subject demands, and other commitments and family responsibilities, would need to be considered.

The following are examples of the types of homework tasks that teachers at Box Hill High School may set for students:

- Comprehension activities for review, such as VCE Checkpoints questions, or practice CATs, SACs and exams
- Completing Mathspace™ activities for Mathematics classes
- Flipped learning activities: that is, pre-reading or pre-watching content prior to class
- Folio based activities, or annotation practice tasks, for Visual Arts classes
- Listening, speaking, reading, and writing activities in foreign or additional languages
- Optional home study extension or support activities
- Practising and playing musical instruments
- Projects which require some additional work completed from home
- Reading English texts prior to class discussion
- Research tasks
- Revision of 'elements and principles' in Visual Arts classes
- Stile™ activities and worksheets for Science classes
- Summarising information learned from classes into revision notes
- Vocabulary and grammar activities when learning a foreign language such as German, or character writing practice for Mandarin.

The above is noted as examples only, and not a complete list, of homework tasks.

## SHARED EXPECTATIONS AND RESPONSIBILITIES

Homework is a shared responsibility between the school, teachers, students and their parents/carers. To get the most out of homework tasks, it is important that everyone understands their obligations and responsibilities.

Responsibilities and expectations for **leaders** at Box Hill High School 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.

Responsibilities and expectations for **teachers** at Box Hill High School 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. Homework is not 'busy work' or where students 'finish off' work they did not or could not complete in class
- Communicate subject homework expectations clearly to students in writing and verbally in a timely manner
- In junior sub school – providing guidance to the amount of expected time on tasks, and providing timely reminders for larger tasks
- 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
- modify homework expectations in accordance with a students' Individual Education Plan
- communicate to students and parents when homework tasks are not completed (especially when patterns on non-completion are recorded)
- offer opportunities for families to engage in their children's learning.

Responsibilities and expectations for **students** are:

- being aware of the school's Homework Policy
- noting homework in a routine and systematic way (using the School Diary)
- discussing homework expectations with their parents/carers
- accepting responsibility for the completion of homework tasks within set time frames
- following up on relevant feedback from teachers
- ensure that the work completed for homework is their own work
- seeking assistance when difficulties arise
- organising their time 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

Box Hill High School 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, and in our staff handbook/policy library
- Available publicly on Compass
- Reminders in our school newsletter
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Discussed at assemblies
- Hard copy available from school administration upon request.

## RELATED POLICIES AND RESOURCES

- [Homework – Department Policy](#)

## REVIEW PERIOD AND SCHOOL COUNCIL APPROVAL

Policy last reviewed	February 2024
Consultation	The Curriculum Team and Learning Leaders were specifically approached to review this policy. BHHS teachers and school council were invited to give feedback and suggestions.
Approved by	Principal Team
Next scheduled review date	By 2026