



Homework Handbook

Rationale:

Homework is the purposeful out-of-class learning that seeks to enhance the educational programs of the school. It is one method which the school employs to involve parents and students in a range of activities that are purposeful, enjoyable and provide opportunities for consolidation, extension or enrichment.

Homework has the potential to further the school-home partnership in education and assist parents in understanding the level at which their child is working. It is a means by which aspects of the school's programs can be projected into the home setting.

Homework can assist in the development of an understanding of and clarification of the school's philosophy and programs, the methods of teaching and learning valued and fostered by the school and the needs of the children.

Homework is an ideal opportunity for students to complete tasks, which require supervision on a one to one basis, or tasks which, while educationally beneficial are not practical in terms of classroom management. The use of homework in this way extends the educational opportunities of students.

The staff at Randwick School view the setting of homework tasks as an important aspect of the school's educational program. The following guidelines should be followed when developing a classroom program and when implementing this handbook. This classroom handbook or documented procedure should be included in the classroom program and discussed at the Term 1 parent/teacher information evening.

- Homework will be organised for all students from Kindergarten to Year 6 and will be a logical extension of work covered in class.
- Homework tasks will generally be set on weekly basis, with a regular pattern being organised by the stage and notified to parents at the Parent Teacher Information evening. Additional tasks, such as finishing class work may be given during the week. However, this will vary depending on the needs and age of the students.
- Daily home reading must be included as an essential component of homework from Kindergarten to Year 6.
 - ✓ It will be consistent across the grade/stage, it will be monitored, recorded and encouraged in order to develop a habit of daily reading.
 - ✓ Reading material should be provided at the child's independent reading level and parents and students are encouraged to see this as an activity to enjoy together.
 - ✓ Kindergarten to Year 2 students are to use the school's levelled home reading scheme as a source of home reading. Years 3-6 should use Literacy Lexiles and the library as a means of obtaining reading material. Levelled readers may be accessed where needed.
 - ✓ Teachers should emphasize the daily reading component and include mention of it on homework sheets, contracts and at Parent Teacher Information evenings.
- The expected duration of homework should be age appropriate and should take into account the individual differences of students. It should be flexible to allow for children in support programs such as English as a Second Language (E.S.L.), Support Teacher Learning Difficulties (S.T.L.D.) and external specialist programs, such as speech therapy, to complete additional homework tasks. In these cases the parents and the teachers involved will need to monitor homework demands and set priorities for individual students.
- Homework will generally be set on a **notified day** and procedures and expectations discussed with the class.
- Homework will be collected by teachers on a **notified day** and marked jointly by teachers and students where appropriate. Teachers will follow up any problems with individual children. This may vary depending on the needs of the class and the age of students.

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- Teachers will keep a record of children who do not complete or return homework or who do not complete homework to an acceptable standard and parents will be notified in writing when a problem regarding acceptable standards has arisen.
- Homework **should not** be set as a means of discipline.
- From time to time students will not be able to complete homework tasks for a variety of reasons ranging from personal illness, family obligations or sporting activities outside school hours. Teachers should be sensitive to such situations. Parents need to inform the classroom teacher of any such events which may prevent the child from completing set homework.
- The student should be able to cope with the level of homework and complete homework whilst still having time for recreational activities. If a parent sees that a child has worked conscientiously at a task for a reasonable amount of time but has not completed it, they should be sensitive to the child's needs. In such cases parents should sign the homework with a brief statement of the circumstances. The teacher will accept this without a penalty.
- The only effective method of establishing and maintaining acceptable standards of homework is through positive reinforcement and recognition of student's efforts. The school merit system should be used for this purpose and every effort should be made to acknowledge students who:
 - Take pride in completing and returning their homework; and/or
 - Complete homework to an acceptable or high standard.

Recommended Time Allocations per Night

The following are the recommended times for homework tasks in accord with DET Policy.

Times indicated are per night. Where children have difficulty in completing homework within this timeframe on a regular basis, you should consult the teacher.

<i>Year</i>	<i>Times allocated for Homework Tasks</i>	<i>Times allocated for Home Reading Tasks</i>	<i>Research and Projects</i>
Kinder	10 minutes	Parents read to children nightly 10-20 minutes	
Yrs 1-2	10-20 minutes	10-20 minutes	
Yrs 3-4	20-30 minutes	20 minutes	Completion of class work. Research and projects at teacher's discretion.
Yrs 5-6	30-40 minutes	30 minutes	Completion of class work. Research and projects at teacher discretion on the complexity of these tasks.
Pathways	Students and parents will be given information about the programs available to students. Some of these will require time and engagement of students and parents out of regular school hours. Students and parents should consider these time factors and set dates, carefully before making a commitment to these programs. As these are elective projects and designed for students who have a high level of mastery of basic skills, the additional independent work time spent in completion will be dependent on each child's level of interest and ability. As such, indicative times will not be given or monitored. Parents will be responsible for guiding their child, to ensure adequate home time is maintained for family interaction and recreational pursuits.		



Responsibility for Homework

The student must accept responsibility for:

- Bringing the work home.
- Completing the work neatly and as accurately as possible.
- Returning the homework on time.
- Discussing aspects of the homework they don't understand with the classroom teacher and parents.

The parent accepts responsibility for:

- Supervising the work and increasingly encouraging your child to complete the work independently.
- Sending a written explanation if work cannot be done.
- Informing the teacher of any difficulties.
- Ensuring quality and presentation.
- Listening to or reading with their child on a daily basis.

The classroom teacher accepts responsibility for:

- Setting the homework and communicating with students and parents.
- Advising and assisting individual students with aspects of the homework they do not understand.
- Organizing the marking of homework.
- Informing parents when homework is not completed.
- Ensuring that the homework is appropriate for the level of the class.