



Study & Homework Policy



Help for non-English speakers

If you need help to understand this policy, please contact the General Office at the appropriate campus.

PURPOSE

To outline to our school community the Department's and Essendon Keilor 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 Essendon Keilor College.

Essendon Keilor College has developed this Study and 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
- Preparing students for senior education (gradually increasing home study).

At Essendon Keilor 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 Essendon Keilor College may include are:

- Practising and reinforcing skills,
- Exploring and creating,
- Reading and researching,
- Applying learning in real-life contexts,
- Reflecting, expressing and collaborating with family to consolidate learning.

SHARED EXPECTATIONS AND RESPONSIBILITIES

At Essendon Keilor College a distinction is drawn between study and homework. Homework is general work set by a teacher for completion at home. Study is revision and reinforcement of work covered. If students are not assigned homework, it is advised that students use their time to study the coursework. Study and 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 **leaders at** Essendon Keilor College are to:

- Advise teachers, students and parents/carers of study and homework expectations at the beginning of the school year, and provide them with access to the study and homework policy.

Responsibilities and expectations for **teachers at** Essendon Keilor 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 (eg they are not 'busy work')
- 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
- Offer opportunities for families to engage in their children's learning
- Ensure students are aware of the study tasks they can complete if no specific homework is set

Responsibilities and expectations for **students** are:

- Being aware of the school's study and homework policy
- Discussing homework expectations with their parents/carers
- Accepting responsibility for the completion of homework tasks within set time frames
- Following up on comments made by teachers
- 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)
- Being aware of study tasks that can be completed when no specific homework is set

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, 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

Time allocation for homework and or study

As a guide, the amount of homework and or study a student does should increase as they get older:

- Year 7: 30 to 60 minutes a day
- Years 8 and 9: 45 to 90 minutes a day
- Year 10: 1.5 to 2 hours a day
- Years 11 and 12: 2 to 3 hours per day

Reading: 20 to 30 minutes of reading per night (across Years 7 to 12) should be completed in addition to time allocated for homework/study

Students who are absent or have not completed work in class, may be required to do additional homework or attend an after-school homework session to ensure they stay up to date with set work.

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 in staff handbook/manual
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Discussed at student forums
- Hard copy available from school administration upon request

POLICY REVIEW AND APPROVAL

Policy last reviewed	April 2025
Approved by	College Principal – Adam Potter
Ratified at School Council Meeting on	8 th May 2025

Next scheduled review date

April 2028