

# Home Learning Policy

## Purpose

The purpose of this policy is to communicate to students, parents/carers and school staff, Beaumaris Secondary College's expectations for at-home learning. The staff of BSC endeavour to support ~~We all want~~ young people to reach their potential in preparation for the demands of life-long learning. Home learning plays a key role in helping young people reach this potential.

## Scope

This policy applies to students in all year levels and to staff responsible for setting home learning tasks. Home learning is part of a balanced healthy lifestyle with improved learning outcomes.

## Policy

Beaumaris Secondary College expects students to further develop and consolidate their independent learning skills by completing home learning tasks. Home learning has a positive effect on learning and is an important part of reinforcing the concepts that are introduced in learning teams. It also plays a significant role in building work habits, self-regulation and responsibility.

Teachers at Beaumaris Secondary College are encouraged to exercise their discretion in assigning tasks that are appropriate for their students. Home learning assigned across different learning areas will be coordinated by teachers in professional learning teams to avoid unreasonable workloads for students.

## Years 7 to 9

Home learning tasks at these year levels may include daily independent reading, extended classwork, projects, essays, actions and research.

Generally, students will be expected to spend up to 45 minutes per day in Year 7 moving up to 90 minutes per day in Year 9 on home learning tasks. Some tasks may be assigned to be completed during weekends and on the school holidays.

## Shared expectations and responsibilities

Home Learning is a shared responsibility between the school, teachers, students and their parents/carers. In order to get the most out of home learning tasks, it is important that everyone understands their obligations and responsibilities.

## School will support students by:

- fostering lifelong learning and connecting families with the learning of their children, as part of a comprehensive and balanced curriculum offered within Victorian schools.
- ensuring the school's home learning policy is relevant to the needs of all students.
- advising parents/carers of home learning expectations at the beginning of the school year and provide them with a copy of the Home Learning Policy.
- ensuring students use Microsoft Outlook Calendar to record home learning tasks and share the calendar with parents so there is regular access to home learning tasks by parents.

## It is expected that teachers will:

- ensure home learning is aligned with our teaching and learning vision

- *We learn purposefully by cultivating curiosity, being reflective and making real-world connections.*
- equip students with the skills to solve problems.
- encourage real-life problem solving, logical thinking, involving creativity and imagination.
- set varied, challenging and meaningful tasks related to class work to suit the students' learning needs.
- give students appropriate timeframes to complete home learning, considering home obligations and extracurricular activities.
- assess home learning and provide timely and practical feedback and support.
- help students develop organisational and time-management skills.
- ensure parents/carers are aware of the school's Home Learning Policy.
- develop strategies within the school to support parents/carers becoming active partners in home learning.
- communicate with families where appropriate via email or phone call in line with the Communications Policy.

It is expected that students will take responsibility for their own learning by:

- being aware of the school's Home Learning Policy.
- completing homework independently or with a group as set by teacher.
- discussing with their parents/carers home learning expectations.
- recording home learning tasks in Microsoft Outlook Calendar.
- sharing Microsoft Outlook calendar with parents/guardians.
- accepting responsibility for the completion of home learning 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.
- keeping up with tasks by completing on missed tasks when absent from school.
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**It is expected that parents/carers will support their children by:**

- developing a positive and productive approach to home learning.
- ensuring there is a balance between the time spent on home learning and recreational activities.
- reading to them, talking with them and involving them in learning opportunities during everyday household routines and physical activity.
- talking to teachers about any concerns they have about the home learning.
- attending the school events, productions or displays in which their children are involved.
- ensuring students are recording their home learning in their Microsoft Outlook calendar.
- discussing homework with their child in their first language, if English is not the main language spoken at home, and linking it to previous experiences.
- linking home learning and other learning activities to the families' culture, history and language, linking with relevant services, clubs, associations and community.
- ensuring there is a quiet study area for students to complete their home learning tasks.

Support for students, parents and carers

Teachers at Beaumaris Secondary College understand that students have different learning styles and interests, and may approach learning activities and home learning differently. If you are concerned

that your child may not understand the home learning tasks that have been set for him or her, or is spending a long period of time completing their home learning, we encourage you to speak to the GOAL Mentor.

Students who may benefit from support completing their home learning tasks are encouraged to attend Learning Support and Study Skills sessions in the Resource Centre on Thursday afternoons between 3:30 and 5pm.

### **TIME MANAGEMENT STRATEGIES**

Time Management is the thinking skill that helps students to prioritise tasks and accurately judge the amount of **time** needed to complete them. It helps students' complete activities in a timely fashion, and learn to **manage** and use a schedule.

1. *Eliminate distractions*, removing anything that distracts you and allows you to procrastinate from your work.
2. *Be focused* on the task at hand.
3. Use your *organiser* and regularly use *Compass*.
4. Create a *study timetable*.
5. Schedule *breaks*.
6. Practice *mindfulness*, using the Smiling Mind app or website <https://smilingmind.com.au/>.
7. Get a good night's *sleep*.

### **FURTHER INFORMATION AND RESOURCES**

- School Policy and Advisory Guide:
  - [Homework Guidelines](#)
  - [Homework Expectations](#)

### REVIEW CYCLE

This policy was last reviewed annually and is scheduled for review on August 2019.