

HOMEWORK POLICY

Rationale:

Homework benefits students by complementing classroom learning, fostering good study habits and providing an opportunity for students to be responsible for their own learning.

Aims

- To consolidate, practise and extend on classroom learning
- To develop positive study habits and sound research skills.
- To develop a responsibility for self-learning
- To build a learning partnership between the student, their parents/carers and the school.

Implementation

- The school's homework policy will be available to parents via the school's web-site at www.rosebay.schools-h.nsw.edu.au
- All students are encouraged to have a homework diary. The school's homework diary is available from the uniform shop at \$10
- The homework set will be appropriate for each student's age and ability.
- Homework will be given by staff with the knowledge that students have other commitments such as sport, part-time employment and home responsibilities.
- Teaching staff will set homework that takes into account technology such as the internet so that students without access are not disadvantaged.

Types of homework

1. **Short term homework tasks** (usually to be completed by the next lesson)
 - **Completion** of set classwork
 - **Practice** exercises help students to consolidate learning that has taken place in the classroom.
 - **Preparatory** tasks that require students to source and read background information to prepare them for future lessons on a specific topic.
2. **Longer term homework tasks** (usually to be completed over a number of weeks)
 - **Assignments and assessment tasks** designed to integrate the classroom learning into rich tasks to assess skills outcomes. These homework tasks contribute significantly to the formal assessment program of the course.
 - **Study for topic tests and exams** designed to assess knowledge and skills outcomes under 'exam' conditions. Tests and exams contribute significantly to the formal assessment program of the course
 - **Extension assignments** designed to encourage students to pursue knowledge, individually and imaginatively.

Students can expect to receive at least 1 long term assignment or assessment task in each course each term. For more detailed information about these tasks refer to the course assessment schedule given to each student at the beginning of the year. Parents can also gather more information about these tasks by referring to the course assessment schedules in the following documents:

- Stage 4 (Years 7 & 8), Curriculum programming and assessment booklet
- School Certificate (Year 10), Assessment policy and procedures booklet
- Preliminary (Year 11), Assessment policy and procedures booklet
- HSC (Year 12), Assessment policy and procedures booklet

Available at the school's web-site at www.rosebay.schools-h.nsw.edu.au

Responsibilities

- **Students** are expected to :
 - record details of homework and due dates in either their homework diaries or course note-books
 - manage their own time and complete the homework by the due date.
 - present work for marking that has not been plagiarised.
 - communicate with their teacher if they are having difficulty
- **Parents/Carers** are encouraged to:
 - assist students to achieve their best.
 - set up regular family routines.
 - check their son's/daughter's note-books and homework diary
 - ensure that the work is the student's own work.
- **Teachers** are expected to:
 - set homework as per the school and faculty homework policy.
 - set reasonable due dates.
 - mark the formal 'long-term' homework tasks in a timely manner
 - follow-up students who persistently do not complete their homework and/or who do not meet timeframes.
 - communicate with parents/carers when students are causing concern

Some thoughts about homework from our parents Rose Bay Secondary College

Homework is an important link between the school and home as it can open a dialogue about learning.

Parents need to ask their child about their homework. Their children may need help with research, talking about ideas and tasks, accessing materials like cardboard, glue and paint etc for assignments.

Parents need to organise a regular time for homework and a space that is conducive to learning.

A balance between school work, and other pursuits such as physical activity, sport, family time, religious commitments and socialising is required.

Students should not be spending each evening socializing with school friends that they have just spent all day with. 'Sleepovers' on school nights need to be limited. Time spent on MSN needs to be set and monitored.

If your child says that they have no homework read the policy and assessment documents and be knowledgeable about what your child is studying in their classes at school.

If they say have they have no homework ask them if they have any assignments or assessment tasks. When is their next test or exam?

Have a copy of your child's timetable so you know what lessons they had that day. Ask them to write down 3 things that they learnt in each class.

If you still have concerns about homework contact the class teacher or head teacher by e-mail or phone. E-mail the school at rosebay-h.school@det.nsw.edu.au and in the subject area write 'attention "....."'(insert class teacher's name and/or head teacher's name)

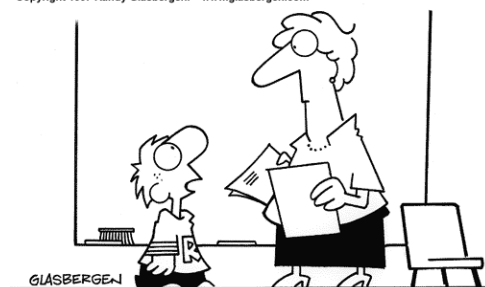
HOMEWORK TIPS

How was your day at school? What did you do at school today? Have you got any homework today? Sound familiar?



Kids will reply to you, but as they grow older their answers will be shorter and shorter until you stop asking.

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"I couldn't do my homework because my computer has a virus and so do all my pencils and pens."

page 4/17

Some refreshing and fundamentals tips:

- Clear and allocate an area which is for homework only.
- Make sure no TV or music is running while they are working.
- Avoid long conversations with friends when your kids are doing homework.
- Give them something to eat before they start.
- Give them a diary, note book for note writing or even little whiteboard.
- Buy plenty of extra copybooks for note taking, pens, highlighters, pencils, calculator and rulers.
- If your child has difficulty doing their homework, try explaining to them the work in a different way.
- If problems persist send an email to his/her teacher.
- When they do well, praise them and show him/her tell them you are proud of them.

If you are not at home when your kids arrive from school, create HOUSE RULES! Write the rules on A-4 paper laminate and put it on the fridge, when you have time make a family meeting get your kids to help in creating the rules.

BY MAKING HOUSE RULES AND PERSISTING IN FOLLOWING THEM YOU ARE GIVING YOUR CHILD WHAT HE/SHE NEED AND WANT!



"I CAN'T COME OUT. I HAVE TO HELP MY DAD WITH MY HOMEWORK."

Other ways to monitor that your children doing their homework are:

- Talk about their homework; be excited about the topic
- Show interest, tell them you find their work challenging even for you.
- Ask for their opinion, show them that their opinion count. For example: "what do you think of the topic"? Wait for them to reply. "What do you think" is an open question and they will have to reply with more than just a yes or no.
- The next step is asking them how they are going to deal with this. Listen to them.
- Offer to get them books about the topic from the library, tell them that "it is not a problem for you to go to the library. You can do it after work, on your way home. Ask them if there are particular books they might want to look at? Ask for the names. Follow up on their work; bring them a glass of milk, hot chocolate or juice. They will be too embarrassed to send you out of their room when you lean over their shoulders every now and then.
- Take your newspaper or your book and read it near them. If they ask for your help and you can't help, suggest looking it up together. If that does not help, suggest asking the teacher. Don't wait for your child to ask the teacher. Write an email to the teacher explaining where your child has difficulty and ask for help. (Teachers love teaching! That is why they are teachers).

Assignments

Most of the printers today have a scanner/photo copy; take one or two copies of the assignment paper. Get them started straight away, even if it is just reading and comprehending the requirement. On the extra assignment paper allow your child to highlight each of the requirement... plan with them how to deal with it. Allow between 15-30 minutes for assignment each day. Follow up on his/her progress to make sure he/she will meet the dead line.

The following information sets out the faculty specific homework policies and is to be used as a guide only.



"I'm too busy son - go and ask your search engine."

ENGLISH	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	<ul style="list-style-type: none"> • Completing class tasks • Completing an assignment • Ongoing wide reading • Preparation for/working on an assessment task • Completion of basic skills exercises (Yr 7) • Revision of work 	<ul style="list-style-type: none"> • Completing class tasks • Completing an assignment • Ongoing wide reading • Preparation for/working on an assessment task • Revision of work 	<ul style="list-style-type: none"> • Extended responses based on class work • Practise examination style questions • Preparation for assessment tasks • Consistent revision
When are they issued? How often should students expect to receive homework.	<p>Students will be expected to do some homework each night.</p> <p>Assessment tasks are conducted according to the assessment schedule.</p>	<p>Students will be expected to do some homework each night.</p> <p>Assessment tasks are conducted according to the assessment schedule.</p>	<p>Senior students are expected to follow a rigorous study schedule and do homework most nights.</p> <p>Assessment tasks are conducted according to the assessment schedule.</p>
How do students record their homework?	Homework is recorded in diaries or exercise books.	Homework is recorded in diaries or exercise books.	Homework is recorded in diaries or exercise books.
How is the homework checked, marked and reported?	<p>Completed homework is checked and corrected in class on the following day or during a designated lesson.</p> <p>Exercise books are collected for marking a number of times throughout the term.</p>	<p>Completed homework is checked and corrected in class on the following day or during a designated lesson.</p> <p>Exercise books are collected for marking a number of times throughout the term.</p>	<p>Completed homework is checked and corrected in class on the following day or during a designated lesson.</p> <p>Extended responses will be submitted and marked by class teacher.</p>
What action is taken when students do not complete their homework?	<p>A student's failure to complete homework will be recorded by the teacher. Students may be asked to complete homework during recess or lunch.</p> <p>Parents will be informed either by phone call or letter if student continually fails to complete homework.</p>	<p>A student's failure to complete homework will be recorded by the teacher. Students may be asked to complete homework during recess or lunch.</p> <p>Parents will be informed either by phone call or letter if student continually fails to complete homework.</p>	<p>A student's failure to complete homework will be recorded by the teacher. Students may be asked to complete homework during recess or lunch.</p> <p>Parents will be informed either by phone call or letter if student continually fails to complete homework.</p>

MATHEMATICS	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	<p>Exercise in textbook, including practice exercise, chapter review and mixed review.</p> <p>Worksheet</p> <p>Selective classes should expect to have assignment or project.</p>	<p>Exercise in textbook, including practice exercise, chapter review and mixed review.</p> <p>Worksheet</p> <p>School Certificate style questions</p> <p>Selective classes should expect to have assignment or project.</p>	<p>Exercise in textbook, including practice exercise, chapter review and mixed review.</p> <p>Worksheet</p> <p>HSC style questions</p>
When are they issued? How often should students expect to receive homework.	<p>Homework is given in a regular basis at least once a week.</p> <p>Selective classes may have homework after each maths lesson.</p>	<p>Homework is given in a regular basis at least twice a week.</p> <p>Selective classes should have homework after each maths lesson.</p>	<p>All stage 6 class should expect to have homework after each maths lesson.</p>
How do students record their homework?	Homework is recorded in exercise book by students.	Homework is recorded in exercise book by students.	Homework is recorded in exercise book by students.
How is the homework checked, marked and reported?	<p>For exercises from a textbook, students are required to self mark the homework. When there are mistakes, they need to review the notes and worked examples in order to make the corrections. Students should seek teacher's assistance if they still cannot understand how to work out the correct answers.</p> <p>Completed worksheets are marked by the teacher or checked in class during a designate lesson.</p> <p>Assignment or project could be marked in various ways, such as presentation in class, display, checked or marked by teachers etc. whichever is appropriate.</p>		
What action is taken when students do not complete their homework?	<p>On teacher record</p> <p>Recess/lunch detention and RISC entry</p> <p>Phone parent and letter of concern</p> <p>After School Detention</p>	<p>On teacher record</p> <p>Recess/lunch detention and RISC entry</p> <p>Phone parent and letter of concern</p> <p>After School Detention</p> <p>N-award warning</p>	<p>On teacher record</p> <p>Recess/lunch detention and RISC entry</p> <p>Phone parent and letter of concern</p> <p>After School Detention</p> <p>N-award warning</p>

SCIENCE	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	1) Revision Work in booklets 2) Media report/ Comprehension work 3) Term assignments	1) Revision Work in booklets 2) Media report/ Comprehension work 3) Term assignments	1) Practical Reports 2) 'Dot point' question books 3) Answering questions at end of topic
When are they issued? How often should students expect to receive homework.	1) At beginning of a unit of work 2) Once a week every Monday 3) Once a term	1) At beginning of a unit of work 2) Once a week every Monday 3) Once a term	1) Every fortnight 2) Every fortnight 3) Once a week
How do students record their homework?	1) In homework booklets. 2) In homework books 3) In a folder/ power point presentation/ cardboard	1) In homework books. 2) In homework booklets 3) In a folder/ power point presentation/ cardboard	1) In practical book 2) In 'Dot point' question books 3) On A4 stapled sheets
How is the homework checked, marked and reported?	1) Randomly checked for completion for once a week homework 2) Homework booklets and term assignments are marked	1) Randomly checked for completion for once a week homework 2) Homework booklets and term assignments are marked	1) Marked 2) Checked for completed randomly 3) Marked
What action is taken when students do not complete their homework?	1) On teacher records book 2) RISC entries 3) recess/lunch detention 4) letters of concern 5) school detention 6) phone home	1) On teacher records book 2) RISC entries 3) recess/lunch detention 4) letters of concern 5) school detention 6) phone home	1) On teacher records book 2) RISC entries 3) recess/lunch detention 4) letters of concern 5) school detention 6) phone home

HISTORY	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	<p>This will vary but may include;</p> <ul style="list-style-type: none"> -completion of class work -separate 'mini assignments' -research for upcoming topics -completion of assessment tasks 	<ul style="list-style-type: none"> -completion of class work -extension work -mini assignments -completion of assessment tasks -practice School Certificate responses 	<ul style="list-style-type: none"> -Completion of topics/ work set in class -Revision/review eg syllabus notes -Ongoing completion of major works -Practice HSC papers, essay questions -Completion of formal assessment tasks
When are they issued? How often should students expect to receive homework.	Approximately once per week	Approximately once per week	<p>1-2x per week, depending on nature of task</p> <p>Homework is generally not set while students are completing an assessment task</p>
How do students record their homework?	Write in their books or homework diaries	Write in their books or homework diaries	In their books
How is the homework checked, marked and reported?	<p>Completion recorded by teacher.</p> <p>Homework is discussed and marked in class or by teacher.</p>	<p>Completion recorded by teacher.</p> <p>Homework is discussed and marked in class or by teacher.</p>	<p>Completion recorded by teacher.</p> <p>Homework is discussed and marked in class or by teacher</p>
What action is taken when students do not complete their homework?	<p>Students may be asked to complete homework during recess or lunch.</p> <p>Parents will be informed either by phone call or letter if student continually fails to complete homework.</p>	<p>Students may be asked to complete homework during recess or lunch.</p> <p>Parents will be informed either by phone call or letter if student continually fails to complete homework.</p>	<p>Letter of concern may be sent after missing 2 x</p> <p>If consistently failing to complete homework or miss a substantial homework task (eg, holiday home work booklet), an N-Award Warning Letter may be sent</p>

SOCIAL SCIENCE	Stage 4 Years 7 & 8	Stage 5 Year 9 & 10	Stage 6 Years 11 & 12
Types of homework	<p>collecting info - photos, newspaper clippings of geo issues</p> <p>homework booklets - Geo Skills</p> <p>revision – bookwork, marked skills tests</p> <p>preparation for/ working on assessment tasks</p> <p>completion of class tasks</p>	<p>homework booklets - Geo Skills, Commerce focus area</p> <p>viewing relevant TV programs</p> <p>preparation for/ working on assessment tasks</p> <p>collecting info - photos, newspaper clippings of geo issues</p> <p>completion of class tasks.</p>	<p>homework booklets</p> <p>textbook revision activities</p> <p>read newspapers to look for particular articles</p> <p>note taking scaffolds after content and text has been discussed</p> <p>preparation for/ working on assessment tasks</p> <p>completion of class tasks.</p>
When are they issued? How often should students expect to receive homework?	<p>a number of long term formal Assessment tasks are given, identified on Assessment Schedules</p> <p>small tasks given regularly</p> <p>student are expected to revise before class tests (see assessment schedule)</p>	<p>booklets once or twice a term.</p> <p>a number of long term formal Assessment tasks are given, identified on Assessment Schedules</p> <p>small tasks given at the end of most lessons</p> <p>student are expected to revise before class tests (see assessment schedule)</p>	<p>booklets once or twice a term, once skills or content has been taught</p> <p>senior students are expected to follow a rigorous study schedule and do homework most nights.</p> <p>Assessment tasks are often ongoing and are conducted according to the assessment schedule</p>
How do students record their homework?	Homework is recorded in diaries or exercise books (teacher writes on board in classroom)	Homework is recorded in diaries or exercise books (teacher writes on board in classroom)	Homework is recorded in diaries or exercise books (teacher writes on board in classroom)
How is the homework checked, marked and reported?	<p>homework is checked in following lessons</p> <p>handed in - teacher marked</p> <p>student presentation</p> <p>exercise books are collected for marking a number of times throughout the term</p>	<p>homework is checked in following lessons</p> <p>handed in - teacher marked</p> <p>student presentation</p> <p>exercise books are collected for marking a number of times throughout the term</p>	<p>homework is checked in next lesson - student discussion of answers</p> <p>workbooks can be collected to check notes and organisation</p>
What action is taken when students do not complete homework?	<p>Failure to complete homework will be recorded by the teacher.</p> <p>Students may be asked to complete homework during recess or lunch</p> <p>With ongoing failure to complete homework a faculty letter of concern is sent home or parents contacted by phone call</p>	<p>Failure to complete homework will be recorded by the teacher.</p> <p>Students may be asked to complete homework during recess or lunch</p> <p>With ongoing failure to complete homework a faculty letter of concern is sent home or parents contacted by phone call</p>	<p>Failure to complete homework will be recorded by the teacher.</p> <p>Students may be asked to complete homework during recess or lunch</p> <p>With ongoing failure to complete homework a faculty letter of concern is sent home or parents contacted by phone call</p>

Technical and Applied Sciences	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	Research Folio work Complete classwork	Research Assignments Complete classwork	Research Design work Folio work
When are they issued? How often should students expect to receive homework.	Generally once a fortnight	Generally once a fortnight	Almost nightly
How do students record their homework?	Folio Work sheets	Folio Work sheets	Folio Work sheets
How is the homework checked, marked and reported?	Class roll marked Follow policy Return marked homework to students	Class roll marked Follow policy Return marked homework to students	Class roll marked Follow policy Return marked homework to students
What action is taken when students do not complete their homework?	Parent contact Detention Level 1	Parent contact Detention Level 1	Parent contact Detention Level 1

MUSIC	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	Practicing for performance tasks Studying for tests Completing class tasks and assignments Revising content	Practicing for performance tasks Studying for tests Completing class tasks and assignments Revising content	Practicing for performance tasks Studying for tests Completing class tasks and assignments Revising content Completing theory practice sheets
When are they issued? How often should students expect to receive homework.	Issued approximately fortnightly	Issued approximately fortnightly Tasks as per assessment schedule	Issued approximately fortnightly Tasks as per assessment schedule
How do students record their homework?	Homework Diaries or music books	Homework Diaries or music books	Homework Diaries or music books.
How is the homework checked, marked and reported?	Recorded in class roll, assignments marked and feedback given in written and verbal form.	Recorded in class roll, assignments marked and feedback given in written form	Continual evaluation and review of performances. Class discussion Theory sheets marked and recorded in roll.
What action is taken when students do not complete their homework?	Parent contact Level system – warnings and RISC entries	Parent contact Level system – warnings and RISC entries Warning letter for non completion of SC for Year 10.	Parent contact Level system – warnings and RISC entries Warning letter for non completion of Preliminary Course and HSC.

PDHPE	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	<ul style="list-style-type: none"> • Completing class tasks • Completing an assignment • Ongoing exploration of current issues in PDHPE in the media • Preparation for/working on an assessment task • Revision of work 	<ul style="list-style-type: none"> • Completing class tasks • Completing an assignment • Ongoing exploration of current issues in PDHPE in the media • Preparation for/working on an assessment task • Revision of work 	<ul style="list-style-type: none"> • Practise examination style questions • Preparation for assessment tasks • Ongoing exploration of current issues in PDHPE in the media • Consistent revision
When are they issued? How often should students expect to receive homework.	<p>Students will be expected to do some homework each fortnight.</p> <p>Assessment tasks are conducted according to the assessment schedule.</p>	<p>Students will be expected to do some homework each fortnight.</p> <p>Assessment tasks are conducted according to the assessment schedule.</p>	<p>Senior students are expected to follow a rigorous study schedule and do homework most nights.</p> <p>Assessment tasks are conducted according to the assessment schedule.</p>
How do students record their homework?	Homework is recorded in diaries or exercise books.	Homework is recorded in diaries or exercise books.	Homework is recorded in diaries or exercise books.
How is the homework checked, marked and reported?	<p>Completed homework is checked and corrected in class on the following day or during a designated lesson.</p> <p>Exercise books are collected for marking each term.</p>	<p>Completed homework is checked and corrected in class on the following day or during a designated lesson.</p> <p>Exercise books are collected for marking each term.</p>	<p>Completed homework is checked and corrected in class on the following day or during a designated lesson.</p> <p>Short answer questions will be submitted and marked by class teacher.</p>
What action is taken when students do not complete their homework?	<p>A student's failure to complete homework will be recorded by the teacher. Students may be asked to complete homework during recess or lunch.</p> <p>Student's name will be recorded on RISC and Level procedures will be followed as per the school's welfare policy.</p>	<p>A student's failure to complete homework will be recorded by the teacher. Students may be asked to complete homework during recess or lunch.</p> <p>Student's name will be recorded on RISC and Level procedures will be followed as per the school's welfare policy.</p>	<p>A student's failure to complete homework will be recorded by the teacher. Students may be asked to complete homework during recess or lunch.</p> <p>Student's name will be recorded on RISC and Level procedures will be followed as per the school's welfare policy.</p>

LANGUAGES	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	Writing tasks (1/2 page in English), vocab lists, finishing class work, grammar exercises, text types		Class work Completion of assessment tasks Assignments
When are they issued? How often should students expect to receive homework.	Approximately 1x per cycle	1-2x per week	1-2x per week
How do students record their homework?	On a sheet provided in class, diaries, or exercise book		In their exercise book
How is the homework checked, marked and reported?	Homework is discussed and marked in class		
What action is taken when students do not complete their homework?	Students may be given an opportunity to complete for next lesson or be issued a recess/lunch detention. Parental contact is made for ongoing failure to complete homework through a Letter of Concern or phone call.		Parental contact is made where failure to complete requirements is ongoing

VISUAL ARTS	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	Research Complete classwork	Research Complete classwork Assignments	Independent study/learning Research Complete classwork Assignments
When are they issued? How often should students expect to receive homework.	Generally once every 2 nd cycle	Generally once every 2 nd cycle	Fortnightly
How do students record their homework?	Homework Diary Worksheet	Homework Diary Worksheet	Homework Diary Worksheet
How is the homework checked, marked and reported?	Class roll marked Follow policy. Return marked homework to students	Class roll marked Follow policy. Returned mark homework to students	Class roll marked Follow policy. Returned mark homework to students
What action is taken when students do not complete their homework?	Level 1 Parent contact	Level 1 Parent contact	Level 1 Parent contact

DANCE	Stage 4 Years 7 & 8	Stage 5 Years 9 & 10	Stage 6 Years 11 & 12
Types of homework	N/A	Process Diary entries Private Rehearsal/revision Specific research Composition	Independent study/learning Notes from syllabus areas of study Deeper knowledge / understanding Process Diary entries Private Rehearsal/revision Essay response questions
When are they issued? How often should students expect to receive homework.		Generally once a week	After each lesson
How do students record their homework?		Process diaries Homework sheets Class books	Process diaries Homework sheets Class books
How is the homework checked, marked and reported?		Class roll marked/ homework checked Follow non-compliance policy. Returned marked homework to students	Class roll marked/ homework checked Follow non-compliance policy. Returned marked homework to students
What action is taken when students do not complete their homework?		Warning Detention/level 1 Parent contact	Warning Detention/level 1 Parent contact