JUBILEE TEACHING & LEARNING PROCEDURES:

STUDENT HOMEWORK PROCEDURE

Introduction
Homework is a valuable part of learning at Jubilee. Homework provides students with opportunities to consolidate their classroom learning, to pattern behaviour for lifelong learning beyond the classroom and to involve family members in their learning. The setting of homework takes into account the need for students to have a balanced lifestyle incorporating physical, social, emotional and spiritual needs.

At Jubilee, it is our belief that developing life-long reading habits can be assisted through regular, consistent reading at home and that parents play an essential role in this process. Reading every day forms the foundation of homework at Jubilee.

It is preferable to encourage full, voluntary student participation in homework through rewarding this positive behaviour but at times teachers may impose consequences for non-compliance of the class homework schedule.

Homework is most useful when it is:
- Regular
- Sets a study routine
- Consolidates and extends class work
- Purposeful, but not frustrating for learners, parents and caregivers.

Purpose:
Homework:
- Provides students with the opportunity to deepen understanding and proficiency in a content area and allows for practising and consolidating classroom learning
- Provides training for students in planning and organizing time
- Provides parents and caregivers with insights into what is being taught in the classroom

Guidelines
Homework at Jubilee will enhance student learning. Homework will:
- Be purposeful and relevant to students' needs
- Be appropriate to the phase of learning (early years, middle years)
- Be appropriate to the capability of the student
- Develop the students' independence as a learner
- Be varied and clearly related to class work
- Allow for students' commitment to recreational, family, cultural and religious activities

Roles and Responsibilities
The Principal will:
- Develop and periodically review the Jubilee Homework Procedure, in consultation with the school community
- Communicate the Homework Procedure to staff, students, and parents / caregivers, when appropriate
- Ensure the homework policy is effectively implemented throughout the school

Teachers:
At Jubilee, teachers will implement the Jubilee Homework Procedure to help students establish a routine of regular, independent study. This includes:
- Setting homework on a regular basis as per Jubilee Homework Procedure;
- Clearly communicating the purpose, benefits and expectations of all homework to students and parents/ caregivers on a regular basis
- Explicitly teaching strategies to develop organisational and time-management skills and providing opportunities to practice these strategies through homework
- Ensuring prompt and accurate feedback and providing regular follow-up where necessary
- Using homework that is directly related to class work and appropriate to students' learning needs
- Discussing with parents and caregivers any developing problems concerning their child's homework and suggesting strategies to assist with their homework
- Regularly monitor children’s home reading and ensure books are provided at correct levels where appropriate
- Provide avenues for parents to contact teachers regarding any concerns about homework
**Students:**
Students take responsibility for their own learning by:
- Accepting responsibility for the completion and submission of homework tasks within set time frames
- Seeking assistance when difficulties arise

**Parents / Caregivers**
Parents and caregivers can help their children by regularly and consistently
- Reading to them and encouraging them to read
- Helping them to complete tasks by discussing key questions or directing them to resources
- Encouraging them to organise their time and take responsibility for their learning
- Contacting the relevant teacher to discuss any concerns about the nature of homework and their children’s approach to the homework

**Expectations for Stages of Learning**

**Early Phase of Learning (Prep - Year 3)**
Homework tasks may include:
- Daily reading to and with parents/caregivers or other family members
- Preparation for oral presentations
- Meaningful opportunities to revise and consolidate learning previously taught in the classroom.

In the Prep Year, generally students will not be set formal homework. However tasks may be sent home to promote the joint partnership between home and school. It will provide opportunities for conversations about what is happening at school.

*Homework in the Early Years will be given and generally will be up to but no more than 90 minutes per week, but a maximum of 30 minutes in any one day. (see Footnote)* Time expectations and deadlines need to maintain flexibility to family lifestyle.

**Middle Phase of Learning (Years 4 - 7)**
Homework tasks in the Middle Phase may:
- Include daily independent and / or supervised reading
- Be coordinated across different subject areas
- Revise and consolidate class learning
- Include extension, research and projects in the Upper Primary years

*Homework in Years 4 and 5 will be up to but generally no more than 2-3 hours per week, but a maximum of 45 minutes in any one day. (see Footnote)* Time expectations and deadlines need to maintain flexibility to family lifestyle.

*Homework in Years 6 and 7 will be up to but generally no more than 3-4 hours per week, but a maximum of 60 minutes in any one day. (see Footnote)* Time expectations and deadlines need to maintain flexibility to family lifestyle.

**Footnote:**
Time expectations are adapted from legislation and policy Part 4, Section 22 and Section 23 Education (General Provision) Regulation 2000, to meet current Jubilee school based requirements.