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| APPLICABLE TO | St Therese’s New Lambton  |
| DOCUMENT OWNER | St Therese’s New Lambton |
| APPROVAL DATE |  |
| APPROVED BY | St Therese’s Staff New Lambton |
| LAST REVIEW DATE/S | August 2019 | NEXT REVIEW DATE | August 2026 |
| RELATED DOCUMENTS | *Homework Policy: Research Scan. Published May, 2012 by the NSW Department of Education.* <https://education.nsw.gov.au/policy-library/associated-documents/Hwk_Pol_guide.pdf> |

Homework Procedure

# Purpose

This Procedure supports the implementation of the Homework Policy.

# Scope

All staff at St. Therese’s New Lambton are covered by this Procedure and it is associated with the Homework Policy written for the school. Teaching staff at St Therese’s recognise that factors such as parental involvement, the availability of IT, parents working long hours, out of school commitments etc., can make a measurable difference to home study success. It is highly recommended that if nothing else, reading with and to your child, be part of a nightly routine.

# Responsibilities

**The Principal** is responsible for communicating, administering and managing this procedure with staff.

**Teaching staff** are responsible for ensuring they follow these procedures.

# Step by Step

It is acknowledged that the quality of the homework that is set is more important than the quantity. As such, time spent on homework may differ depending on the capabilities of the child.

As a guide the following times are recommended as a **maximum** any child should spend completing tasks. Across the week the following time frames apply as a **guide only**:

* Early Stage 1 (Kinder) 40 minutes per week - Commencing Term 2
* Stage I (Years 1& 2) 60 minutes per week
* Stage 2 (Years 3 & 4) 80 minutes per week
* Stage 3 (Years 5 & 6) 120 minutes per week

At St Therese’s the focus with Homework, for all grades K – 6 is on English and Mathematics. We encourage all students to read daily, preferably to an audience. Oral reading allows the child to self-correct and to demonstrate the reading skills they are learning at school to their family/carers.

Teachers will outline specific homework requirements to parents at the beginning of the school year and each subsequent term where required. This may include specific tasks, individualized projects, assignments or in some cases homework grids to allow students to choose tasks that interest them.

At St Therese’s, flexibility will be set around the assigning of homework occurring, so that families can return Homework within a given timeframe. Homework may span over one week or two weeks depending on the grade and homework set.

Homework will not be set on holidays.

If a family is going on an extended holiday it is recommended that no specific homework be set but parents can ask for advice on what their child might do while on leave.

If homework is causing undue tension at home parents are asked to contact their child’s teacher to organize an alternate arrangement or an exemption from homework.

**Students with additional needs**

At times throughout the year, some children may require different or individualised homework. This is negotiated between the parent, class teacher and Learning Support staff. If parents have concerns about homework requirements, they should speak with their child’s class teacher.

The evaluation of this Homework Procedure and its corresponding Policy will take place:

* Every 3 years or with significant staff changes
* As the need arises
* When changes in curriculum and/or Diocesan policies occur.

This will be done by:

* teaching staff
* relevant nominated personnel
* parent surveys
* at staff meetings and/or policy review meetings.

# Definitions

**Homework** - schoolwork that a pupil is required to do at home.

**Project Based Learning** - is a teaching method in which students gain knowledge and skills by working for an extended period to investigate and respond to an authentic, engaging, and complex question, problem, or challenge.