



TENISON WOODS COLLEGE

HOMEWORK GUIDELINES

HOMEWORK GUIDELINES approved by:			
SIGNED (Principal or Delegate)	David Mezinac <i>David Mezinac</i>	Date:	16.12.2022
SIGNED (Board Chair)	Peter Collins <i>Peter Collins</i>	Date:	16.12.2022
SIGNED (Responsible Leadership Member)	Scott Dickson <i>S. Dickson</i>	Date:	16.12.2022
POLICY TO BE REVIEWED BY (person/role):	Lead Learning	Review Date:	2024

HOMWORK GUIDELINES



Rationale

These guidelines aim to help students and families understand the homework expectations for students attending Tenison Woods College and assists with the development of healthy study habits and skills.

Introduction

The Tenison Woods College Community:

- Supports families in spending time together after the school day has finished;
- Acknowledges the many benefits of students participating in leisure and community activities;
- Strongly encourages students and families to discuss with staff any difficulties being experienced with homework;
- Believes that while homework can assist in developing effective study habits, that these also need to be explicitly taught;
- Believes that homework tasks must cater for the varied learning styles and abilities of students;
- Seeks to ensure that all students have access to support, such as a lunchtime homework club, that will assist them to complete homework;
- Believes homework should involve tasks that are intrinsically interesting to students;
- Believes homework that involves practice and review of lessons previously taught and simple introductions to material prior to its coverage in class is desirable; and
- Believes assignments that require students to integrate skills or differing parts of the curriculum should also be common.

Study Skills

Why Study?

Study is the way you can achieve your goal. Studying means more than just passive reading. You have to make sure you understand what you are trying to study, and during study it is usually necessary to make notes in order to help you remember.

Understanding something will not necessarily mean that you'll remember it - but it will help. You will have to read and re-read your notes and make an effort to remember key things.

Goal Setting

What is a goal?

A goal is what you want to achieve, or where you want to be at some future time.

Why set goals?

If you don't set goals, then you'll lack direction and you will be unable to plan your efforts. Your goals should be specific and not too general; they should be realistic and achievable.

Setting Goals

(1) Short Term Goals

Don't have short term goals that are too big. For example, aim to finish your homework for the night by a certain time. Give yourself extra time to revise what work you have done, say, for the past three weeks. Stop work only when you've achieved your goal.

(2) Medium Term Goals

Doing well in an exam is an important medium term goal. The secret is to pace your revision. Work out how long it is before your exam starts. Then work backwards to today's date and allocate in your planner sections of time when you have to study certain key issues of subjects, or parts of the subject. Be specific. Don't just say to yourself, "I have to revise the whole of this subject". Divide it up into carefully defined areas and make sure that each piece is finished properly before you go on to the next. Remember to keep these pieces achievable. Your morale will lag if you fall too far behind.

(3) Long Term Goals

You need one or two long term goals as a focus. Write them down and stick them on the wall in your room, or on a pin-up board in your study area. Long term goals might be:

- I want to score 45 at basketball.
- I want to gain entry to a computer science course when I leave school.
- I want to go to University.
- I want to be an archaeologist.

Once you know where you want to be, you have to work out how you will get there.

Firstly, plan out the time in weeks and months or even years; then fill in the details of what you have to do to get there. You may decide to practise three times a week rather than two, or to take extra lessons, or to do some private reading and research in your spare time. Whatever you do, by concentrating your efforts it will become a habit and as you get nearer to your goal, you will want to achieve even more.

Your Physical Environment

Whenever you study, make sure of the following things.

- Have a good light. The light should fall from behind you or from just over your shoulder. Don't have light shining directly into your eyes or reflecting off the paper because that leads to eye strain.
- Ensure that you have plenty of fresh air. Lack of oxygen makes you drowsy and inattentive.
- Block out distractions. Have the door to your study area closed so that the noise, movements, cooking or conversations in the rest of the house do not distract you.
- Make sure you have a good, comfortable chair with firm back support. Don't sit on your legs or in any way that restricts the flow of blood around your body. Keep your back straight while you're studying so that you don't get a backache from sitting still for an hour or so. Discomfort can be a distraction.
- It's really hard to concentrate if you have the television or radio on while you're studying; turn them off. You'll get your work done much more quickly and then have time to watch your favourite show after you're finished.

Managing Your Time

There are lots of demands on your time. The best way to improve both your work and your enjoyment is to manage your time better. It also gives you a sense of power. You are in control. Just by managing your time properly, you will have time to do what you want, with some time left over.

Timetabling (or when to do what)

One of the best ways to manage your time is to make a timetable. One of the best ways to waste your time is to write a complicated timetable and then not follow it.

Drawing up a timetable

Every Sunday evening, draw up a list of things you have to do in the next week. Only write down your 'before' and 'after' school activities (like sports, clubs, music lessons, practice sessions for sport, homework etc.). You do not need to include your class timetable; that's already decided. Estimate what homework and study you'll have to do. Then mark in relaxation times such as favourite television shows, out-of-school social activities, and family commitments.

You won't know in advance the amount of homework that you'll have to do, but you can make a fairly good guess. Always be generous in timetabling homework by giving it more time than you'll probably need. Make an extra time allocation for study that has to be done for tests, exams, assignments, essays and other unusual projects.

It's a good idea to label every tenth slot 'Revision'. You can use this time to catch up if you've fallen behind, and if you're ahead you can use it as a mini-holiday!

Write this sort of timetable into an exercise book or chart and keep it with you. You will quickly get into the habit of regulating your time, and this habit will let you accomplish all the tasks that you have to do, and also program some spare time for you to enjoy. You'll probably be surprised by the amount of FREE time that becomes available to you.

Hints about Making Homework Easier

Plan to do the hardest subject or assignment first of all, when your mind is fresh. Another secret is to take a 10 minute break from study every hour, regardless of how much study you have to do in the evening.

Go out into the fresh air, or go and sit in another room, or open your door and go for a walk. Don't watch television, or listen to music or read a book during your break.

It's a good idea to do some exercises - stretching, bending, deep breathing, that sort of thing. This will get your blood moving, help stop backache and refresh you.

The Purpose of Homework

The purpose of homework is to reinforce in your mind the learning you have been engaged on during the day. You'll get far more enjoyment out of your class work if you take the time and trouble to read around the subject. Just sticking to the work that you've been set by the teacher means that you're probably going to miss some of the more enjoyable parts of the subject.

Set Homework

If you've been given homework to do, then do what you've been set in as short a time as possible but without rushing.

However, before you start doing your homework, read the class notes you made today or this week. Don't just open your books and answer the questions.

On a night when you have little homework, set your own. Spend 10 minutes on each subject going over the previous week's work. In that way you'll refresh your mind, switch on your memory, and make answering your homework questions a lot easier.

On-Demand Experts – Studiosity

Students from Year 7 to Year 12 have access to a free online tutoring service – studiosity.com.au. Students can connect to expert tutors for live one-to-one conversations about homework, assignments and exam preparation 24/7, 365 days per year.

To connect from home, just follow these simple steps:

- Check your email for the link to set up your free account; or
- Get free study help all year by logging in at studiosity.com/connect.

If you have any question in relation to Studiosity, please email: support@studiosity.com.