



Melbourne Archdiocese  
Catholic Schools



**St Francis**  
CATHOLIC COLLEGE

# Home Study Policy

## Introduction

The development of a sound work ethic both during school time and at home is important in preparing students for VCE and VCE-VM studies and life beyond the College. Being an independent learner at home gives students the opportunity to think critically, to analyse their learning and to establish and maintain study habits while reflecting on the content and skills covered in class.

## Purpose

1. All students should have the opportunity to regularly consolidate work that has been covered during the school day.
2. Effective learning and teaching requires that students regularly review work and skills that have been covered.
3. It is appropriate for all Domain areas to set work and provide guidelines for study and skills development that is to be completed outside of class time to reinforce/enhance learning.
4. The work set should not prove to be a burden to students. The work should be manageable and include a variety of tasks.
5. The work set should be valuable to learning and not 'busy work'
6. Students need to be responsible for catching up on class work that they have missed due to other College activities/absences.
7. Consistent and regular independent reading is encouraged at all times.
8. Whilst family life and commitments outside school should be respected, there is an expectation that every effort is made to complete the set tasks.

## Implementation

1. Work set be of around the following durations per day:

Year 7	45 minutes
Year 8	60 minutes
Year 9	75 minutes
Year 10	90 minutes
Year 11	120 to 150 minutes
Year 12	150 to 180 minutes

**Note: Year 7 no Homework to be set for the first 2 weeks of Term 1**

2. It is not appropriate to set homework for students in Years 7, 8 and 9 during the holiday periods, however independent reading is encouraged.
3. It is essential students in Years 10, 11 and 12 continue with their home studies during holiday periods.
4. For students at all Year levels, the reading of set novels and revision of work during the holiday periods is strongly encouraged.
5. Students are required to take their Student College Planner to every class and record all set work, including assessment tasks such as tests.
6. Teachers are to keep accurate electronic records of all work that has been set as home study learning exercises.
7. A free Homework Club is offered on Wednesday 3.00-4.00 in the Alexandria Resource Centre (ARC) for the Melton Campus throughout most of the academic year. All year levels are encouraged to attend.
8. A free Learning Lounge is offered to provide support on Monday and Wednesday 3.00-4.00 for the Cobblebank Campus throughout most of the academic year. All year levels are encouraged to attend.
9. A free Mathematics Homework Club is offered on Thursday 3.00-4.00 for the Melton Campus

### Consequences of non-completion

1. To be managed at teacher’s discretion and in conjunction with the **Incomplete SIMON Class Tasks Flowchart**.
2. Teachers to refer to the relevant Homeroom Mentor, House Leader, EAL Coordinator, Learning Diversity Leaders or ATSI Leader for current information as required.

### Document Information

<b>Approved by:</b>	Joanne Holmes
<b>Approval date:</b>	6/2/2024
<b>Risk rating:</b>	Medium
<b>Version History</b>	
Version 3	February 2024