



"In All Things Love"

St Joseph's School Port Lincoln

Student Homework Centre Years 6 - 12 Procedure



Educating in faith, hope and love.

Student Homework Centre Years 6–12 Procedure

The Homework Centre will be run Monday – Friday from 1.10pm – 1.35pm in Room 26

- Students may be sent to the Homework Centre for failure to complete set homework or assignments (this decision is at the discretion of the subject teacher).
- Students can use the Homework centre to complete work on a voluntary basis

STUDENTS ARE NOT TO BE SENT TO THE HOMEWORK CENTRE FOR ANY CLASSROOM OR YARD BEHAVIOUR MATTERS
(Please refer to the Behaviour Management Procedures)

When students do not complete homework and no explanation from a parent / caregiver is forwarded in the diary:

1. The subject teacher informs the student that they are to complete the task in the Homework Centre.
2. The student's parents are notified via a note in the diary, signed by the teacher.
3. The subject teacher enters the student's name and details in the PC data base system on the Intranet.
4. The student completes the task in the Homework Centre **for the duration of the detention (1:10 – 1:35 pm)**.
5. If the student **arrives after 1:15 pm it is to be counted as a non-attendance** and the process outlined below is followed.

If the student does not attend the Homework Centre:

1. Staff enter details of non-attendees into database, information will be automatically forwarded to the PC Co-ordinators. Pastoral Care Co-ordinators may issue detention slips.

For continual failure to complete homework tasks students are to meet with PC Coordinator and Deputy to discuss the issue