

Student and Parent Policies

Homework and Assignment Feedback Policy

Homework

LLP Tutoring homework is designed specifically for each student or class and is targeted for a specific lesson and constructed with an intended purpose. Homework is a part of the curriculum offered at LLP, making it essential that all students complete homework to the best of their ability.

Expectations of Students

It is important that students establish healthy habits when completing homework.

It is expected that:

- Students complete all questions/work assigned to the best of their ability
- Students seek clarification from tutor on questions that they have trouble understanding or don't know how to do
- If a student does not know how to do it after seeking clarification from tutor, they should leave it blank and inform the tutor to prepare resources to assist them during the lesson
- Students do not online research any details (ie. Google for answers, use of ChatGPT to generate responses) unless directed by the task to explicitly do so
 - o Note: dictionary lookup is permitted, or revision of previous in-class notes
- Students eliminate distractions (ie. phone, games) when completing homework
- Students not complete it on the night before it is due (unless they are unable to complete it before for any reasonable cause)
 - o Note: Students should complete homework as close to assigned date as possible

Expectations of Parents

Parental guidance during a student's younger years is the most important way for them to build healthy habits. This is because tutors and teachers are not actively available with students when they complete homework at home. We understand that parents are very busy, so we only provide the following as advice to help your student succeed.

It is recommended that:

- Parents don't allow students to complete homework past 8:30pm (primary school) or 9:30pm (Year 7-9), unless for any reasonable cause. This is because healthy homework habits include completing work early, not leaving things to the last minute, and avoiding procrastination. Homework should also be distributed into chunks (eg. 30 mins Monday, 30 mins Tuesday) for maximum effect.
- Parents to stop students completing homework if the duration they have worked on it exceeds the maximum recommended mins, unless a student is studying for an examination. This also does not include assignments time or study/revision.

Year Level	LLP Tutoring Homework (mins)	LLP Maximum Advised Hours for Schoolwork (includes tutoring) (mins)
3-4	20/night or 50/week	30/night or 165/week (2.75 hrs)
5-6	25/night or 60/week	60/night or 330/week (5.5 hrs)
7-8	30/night or 70/week	90/night or 495/week (8.25 hrs)
9-10	30/night or 70/week	130/night or 715/week (11.92 hrs)
11-12	<i>Not determined</i>	<i>Not determined</i>

Figure 1: Recommended study hours weekly

Please note: This is a maximum calculation. A good rule is 10 minutes total per night, per year level. *(please select the smaller value of the two).*

The Enhanced Homework Program (EHP)

LLP follows a specific procedure that improves standard homework by allowing students to edit their work with tutor guidance. For example:

The Letter (A, B) indicates different homework sheet. The number indicates the amount of times the tutor has seen that sheet. For example, C2 means the tutor has seen it twice.

Please note: This structure is not followed in occasions where the tutor does not see this method as a suitable structure for lesson delivery.

Week	Teacher Action	Student Action
1	Issues A1	
2	Issues B1	Submits A1
3	Returns A2 for Editing, Issues C1	Submits B1
4	Returns B2 for Editing, Issues D1	Submits C1 and A2
5	Returns C2 for Editing, Returns A3, Issues E1	Submits D1 and B2
<i>This cycle completes until the term ends.</i>		
9	Returns E3, Returns G2 for Editing, Issues I1	
10	Separate holiday curriculum	Submits I1 and G2

Assignments

As part of the tutoring service, LLP Tutoring offers complimentary assessment reviews for all students through written or verbal feedback to develop further insight into certain topics or to refine certain skills. This is completed to the extent permitted by Education Queensland and the Queensland Curriculum and Assessment Authority.

If wishing to request assignment/assessment assistance, it is expected that the student:

- Provides at least three days notice to when they desire for feedback to be released back to them
- Understands that no guarantee is provided to the scheduling of when assessment/assignment feedback may be released by the tutor
- Understands that the student may be denied of assistance if they are found creating/generating/using/submitting an assignment that constitutes of academic misconduct due to plagiarism, use of AI software or general misconduct (University of Queensland, 2023).

For more information regarding these details, please contact us at contact.llptutoring@gmail.com. Thank you.

References

Brisbane State High School (2023). *Learning policy*. Retrieved 17 April from <https://brisbaneshs.eq.edu.au/supportandresources/formsanddocuments/documents/ourschool/learning-policy.pdf>

University of Queensland (2023). *Academic integrity and student conduct*. Retrieved 17 April from <https://my.uq.edu.au/information-and-services/manage-my-program/student-integrity-and-conduct/academic-integrity-and-student-conduct>