

PRIORITISING AND STUDY/ HOME LEARNING TIMETABLE

Most students find it very difficult to just sit down to complete a Home Learning/Study Session unless it is planned ahead of time. When teenagers adopt the 'spontaneous' approach of just letting it happen when they feel like studying, it usually results in them not completing what they need to or finishing it at a less than personal best standard.

The best way to approach Study and Home Learning is to design a structured timetable that includes all of the things that occupy the student's time, such as:

- Sport Training
- Part-time Jobs
- Study and Home Learning
- Favourite Television Shows
- Family Commitments
- Leisure Activities
- Social Networking
- Other?

Ask them to brainstorm and write down all the after school activities they are involved in each day of the week, when they are on and how long for on the '**Musts and Options**' page. Now the hard part begins, that is, prioritising them in order of importance - the '**MUSTS**' and the '**OPTIONS**'. If there is a shortage of time then something will have to go, probably one of the Options.

They should look at the Sample Home Learning/Study Timetables for ideas on how to design their own vision. Then on a copy of the Blank Home Learning/ Study Timetable they are to create their own.

Arranging their time commitments and the required number of Home Learning/Study Sessions is an exercise that encourages students to take greater ownership of their lives and reflect on their progress. Their Home Learning/ Study Timetable is a **contract with themselves**. It actually will provide them with more time for themselves by reducing 'nothing time' between activities.

To help the students stick to their timetables and maintain harmony in the home, a good idea is to place a copy on the fridge to encourage a team approach.

Several focuses have been included to assist the students in this area:

Middle

Prioritising
Musts and Options
Home Learning Timetable

Senior

Next Step: Tomorrow's Reality
Prioritising
Musts and Options

Home Study Timetable
Holiday Study Timetables
Exam Preparation Timetable

Should you have any queries or concerns regarding your son/daughter's progress please do not hesitate to contact his/her Year Level Co-ordinator/Advisor.

"A journey of a thousand miles begins with one step." Chinese Proverb