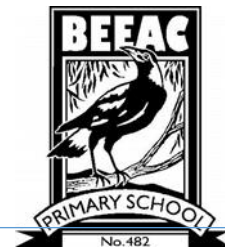


HOMWORK POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school office.

Phone: 03 5234 6463

Email: Beeac.ps@education.vic.gov.au

PURPOSE

The purpose of this policy is to outline to our school community the Department's and Beeac Primary School policy requirements relating to homework.

RATIONALE

Beeac Primary School has developed this Homework Policy in consultation with the School Council to support student learning and wellbeing by:

- providing opportunities for students to review, revise and reinforce newly acquired skills
- providing opportunities for students to apply new knowledge
- providing opportunities for students to prepare for future lessons
- encouraging students to enrich or extend knowledge individually, collectively and imaginatively
- fostering positive lifelong learning and study habits
- supporting learning partnerships with parents/carers.

SCOPE

This policy applies to students in all year levels and staff responsible for setting homework.

DEFINITIONS

Homework is tasks assigned to students by teachers that are meant to be carried out during non-school hours.

POLICY IMPLEMENTATION

At Beeac Primary School our policy ensures a consistent approach is adopted across the school which promotes practise of concepts students learn in classrooms.

Homework should be:

- Balanced in terms of demands between study and recreational, family and cultural activities
- Purposeful, meaningful and relevant to the curriculum
- Assessed by teachers with weekly feedback and support provided to students

Beeac Primary School endorses the following:

1. It is expected that all students read at home. Students in the lower years require 1:1 listening and encouragement while reading. All students should have access to a wide range of reading materials and be encouraged to read regularly for pleasure.
2. All students are taught comprehension strategies which parents are strongly encouraged to use with their children when discussing their reading.
3. All early year's students will practise *reading strategies* used for decoding

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4. Expectations about homework will be communicated clearly to students and parents at the beginning of each year.
5. Homework will be consistently applied within each teaching team.
6. Homework will not be given on weekends or holidays. However, homework may be given out during the week and be due the following week and therefore can be completed over the weekend if the student prefers.
7. Students on an Individual Education Plan (IEP) may have different homework expectations to other students. This will be discussed with individual students and parents.
8. Additional work/homework will **not** be provided for those students whose families choose for their child not to attend school due to a family holiday.

SHARED EXPECTATIONS AND RESPONSIBILITIES

Homework is a shared responsibility between the school, teachers, students and their parents/carers. In order to get the most out of homework tasks, it is important that everyone understands their obligations and responsibilities.

*Responsibilities and expectations for **leaders at Beeac Primary School** are to:*

- advise teachers, students and parents/carers of homework expectations at the beginning of the school year and provide them with access to the homework policy.

*Responsibilities and expectations for **teachers at Beeac Primary School** are to:*

- set homework that is curriculum-aligned and appropriate to the student's skill level and age
- ensure homework tasks are purposeful – this means they are deliberately designed and planned to support student learning (so, they are not 'busy work' or where students 'finish off' work they did/could not complete in class)
- assess homework and provide timely and practical feedback
- ensure the amount of homework set supports a student to engage with a range of recreational, family and cultural activities outside of school hours
- offer opportunities for families to engage in their children's learning.
- acknowledging students each time when homework is completed.

*Responsibilities and expectations for **students** are:*

- being aware of the school's homework expectations
- discussing homework expectations with their parents/carers
- accepting responsibility for the completion of homework tasks within set time frames
- following up on comments made by teachers
- seeking assistance when difficulties arise
- Students are expected to be accountable for the completion of their homework.

*Responsibilities and expectations for **parents/carers** are:*

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- ensuring there is a balance between the time spent on homework and recreational, family and cultural activities
- ensuring that time is set aside for daily reading
- talking to teachers about any concerns they have about the homework
- discussing with the teacher if they believe their child needs further individualised homework.
- discussing homework with their child in their first language, if English is not the main language spoken at home,
- in dialogue, linking homework to:
 - o previous experiences the child and/or parent/carer may have had
 - o family culture(s), history(ies) and language(s)
 - o relevant services, clubs, associations and community.
- ensuring there is a quiet study area for their child to complete homework.
- To provide other practical supports and encouragement as needed
- To encourage independence and increasing levels of responsibility for homework tasks

HOMEWORK ALLOCATIONS

Early Years

Foundation: 10-30 minutes per weekday

- Take home readers read with parent and recorded in reading journal
- Spelling words
- Handwriting

Years 1 and 2: 10-30 minutes per weekday

- Take home English reader. Book to be read with parent and recorded in reading journal:

Middle Years

Years 3 and 4: 30-40 minutes per weekday

- **Up to 30 minutes** of assigned English reading to be recorded in reading journal
- Spelling words

Senior Years

Years 5 and 6: 40-50 minutes per weekday

- **Up to 30 minutes** of assigned reading to be recorded in diary
- Practise of spelling words and vocabulary from class-recorded in homework book
- Completion of unfinished classwork

SUPPORT FOR STUDENTS AND PARENTS/CARERS

Beeac Primary School understands that students have different learning strengths, preferences and interests and may approach learning activities and homework differently. If parents/carers are concerned their child may not understand the homework tasks that have been set or is spending a long period of time completing their homework, we encourage parents/carers to speak to their child's teacher.

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COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Included in staff induction processes and staff training
- Available publicly on our school's website communications platform (COMPASS)
- Included in staff handbook/manual
- Discussed at staff briefings/meetings as required
- Included in transition and enrolment packs
- Discussed at parent information sessions
- Reminders in our school newsletter
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

The Department's Policy and Advisory Library (PAL):

- [Homework – Department Policy](#)

POLICY REVIEW AND APPROVAL

This policy will be reviewed as part of the school's review cycle, and/or if guidelines change. Students', teachers' and parents' perspective on homework practice from the most recent staff, parent opinion and student opinion surveys will be considered when evaluating this policy:

Policy last reviewed	October 2022
Approved by	Principal
Consultation (not required)	School Council noting October 2022
Next scheduled review date	October 2026