



Kilmore Primary School

Principal: Mr Neil O'Sullivan

35 Lancefield Road, Kilmore 3764 • PO Box 105, Kilmore 3764 • ABN 85 985 746 253
P 03 5782 1268 F 03 5782 1553 E kilmore.ps@education.vic.gov.au W www.kilmoreps.vic.edu.au

HOMEWORK POLICY



Help for non-English speakers

If you need help to understand the information in this policy, please contact the school administration office on (03) 5782 1268 or via kilmore.ps@education.vic.gov.au

Purpose

To outline to our school community the Department's and Kilmore Primary School policy requirements relating to homework.

Scope

This policy applies to students in all year levels and staff responsible for setting and monitoring homework at Kilmore Primary School.

RATIONALE

Kilmore 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 good lifelong learning and study habits
- Supporting learning partnerships with parents/carers.

Definitions

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



POLICY

At Kilmore Primary School, all homework set by teachers will be:

- Purposeful
- Curriculum-aligned
- Appropriate to students' skill level and age
- Designed to help students develop as independent learners
- Monitored by the teacher
- Where appropriate, provide opportunities for parents/carers to partner in their child's learning.

The types of homework that teachers at Kilmore Primary School will include are:

- Completing consolidation exercises for mathematic
- Practicing spelling words
- Reading
- Applying new skills to home context such as:
 - Planning and cooking food, including following a recipe
 - Helping to plan a day trip or holiday, including timings, directions and costs
 - Growing plants
 - Reviewing their favourite film or book
 - Writing a diary entry
- Engaging with parents in learning activities such as:
 - Rehearsing a presentation with parent/carers, and seeking their feedback
 - Interviewing a family member as part of a research project.

Foundation:

Homework will consist mainly of:

- Daily reading/reading activities
- Spelling words and numeracy will be a component of the homework expectations when appropriate.
- Homework tasks will be differentiated for various ability levels where practical and appropriate.
- Homework will be a minimum of 10 minutes per day and will not be set during vacation periods. Home reading will be encouraged throughout the holiday periods.



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Grade 1 and 2:

Homework will consist mainly of:

- Daily reading/reading activities (minimum of five days a week)
- Spelling words and numeracy will be a component of the homework expectations when appropriate.
- Occasional simple extension tasks associated with classroom activities.
- Homework tasks will be differentiated for various ability levels where practical and appropriate.
- Homework will be a minimum of 15 minutes per day and will not be set during vacation periods. Home reading will be encouraged throughout the holiday periods.

Grade 3 and 4:

Homework will consist mainly of:

- Independent reading on a daily basis
- Completion of research tasks may be set.
- It is acceptable for teachers to assign unfinished classroom activities as homework tasks.
- All homework will involve a literacy and numeracy component and may include inquiry and technology work related to the current theme.
- Homework tasks will be differentiated for various ability levels where practical and appropriate.
- Optional extension tasks may be set for students who want additional challenges.
- Homework, including reading, will be a minimum of 20 minutes per day of which ten minutes at least must be reading. It will not be set during vacation unless the child has failed to complete the set homework or classroom tasks during the term.

Grade 5 and 6:

Homework will consist mainly of:

- Independent reading on a daily basis (minimum of five days a week)
- Weekly homework tasks which will revise and consolidate class work
- Completion of projects and/or research tasks may be set.
- Optional extension tasks may be set for students who want additional challenges.
- It is acceptable for teachers to assign unfinished classroom activities as homework tasks.
- Homework tasks will be differentiated for various ability levels where practical and appropriate.



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Homework, including reading, will be a minimum of 30 minutes per day of which ten minutes at least must be reading. It will not be set during vacation unless the child has failed to complete the set homework or classroom tasks during the term.

Processes for failing to meet homework requirements:

- Students may be asked to complete homework during lunchtimes (maximum of 30 minutes)
- Parents will be contacted if a student does not return homework satisfactorily more than twice in a term.

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 Kilmore 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 Kilmore 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.

Responsibilities and expectations for **students** are:

- Being aware of the school's homework policy
- Discussing homework expectations with their parents/carers



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- Accepting responsibility for the completion of homework tasks within set time frames
- Following up on comments made by teachers
- Seeking assistance when difficulties arise
- Organising their time to manage home obligations, participation in physical activity and sports, recreational and cultural activities and part-time employment (for older students).

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

- Ensuring there is a balance between the time spent on homework and recreational, family and cultural activities
- Talking to teachers about any concerns they have about the 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:
 - previous experiences the child and/or parent/carer may have had
 - family culture(s), history(ies) and language(s)
 - relevant services, clubs, associations and community.
- Ensuring there is a quiet study area for their child to complete homework.

SUPPORT for students and parents/carers

Kilmore 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.

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 (or insert other online parent/carer/student communication method)



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- Included in staff handbook/manual
- Reminders in our school newsletter
- Discussed at annual staff briefings/meeting
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

The following Department of Education and Training policies and Policy and Advisory Library (PAL) are relevant to this policy:

- [Homework – Department Policy](#)

POLICY REVIEW AND APPROVAL

The Principal and School Council are responsible for reviewing and updating this policy every four years. The review will include input from students, parents/carers and the school community.

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| Policy last reviewed | August 2019 |
| Consultation | School Council |
| Approved by | Principal |
| Next scheduled review date | August 2023 |