



# Caulfield South Primary School

## Homework Policy



### Help for non-English speakers

If you need help to understand the information in this policy please contact the office on (03) 9578 3718.

### PURPOSE

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

### SCOPE

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

### RATIONALE

Caulfield South 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 Caulfield South 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 Caulfield South Primary School will include are:

- completing consolidation exercises for mathematics
- completing science investigation exercises
- making or designing an artwork
- practising and playing musical instruments
- practising spelling words
- practising sports skills
- practising words/phrases learnt in a language other than English
- reading background material for a subject
- reading for pleasure
- researching topics associated with set class work
- revising/preparing for tests
- applying new skills to home context such as:
  - planning and cooking food, including following a recipe
  - 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.

### **Early years Prep - Year 2**

Homework activities will consist mainly of:

- reading to and with parents/carers
- simple extension or consolidation tasks associated with classroom learning
- gathering additional materials or information

### **Upper Years Year 3-6**

- independent reading
- simple extension or consolidation tasks associated with classroom learning
- gathering additional materials or information
- appropriate use of organisational school diary

## Absence Learning Plan

An Absence Learning Plan is required for students who have a planned absence longer than one week, particularly for those taking family holidays during term time. It is expected that:

- families inform the teacher prior to an extended absence
- the teacher completes the Absence Learning Plan; ensuring this is signed by the principal and the student, and then provided to the family
- on the student's return, they present their learning from their extended absence

## 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 Caulfield South 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 Caulfield South 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
- 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:

- 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
- organising their time to manage home obligations, participation in physical activity and sports, recreational and cultural activities

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

Caulfield South 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
- Included in staff handbook/manual
- Reminders in our school newsletter
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Discussed at student forums
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- [Homework – Department Policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	June 2024
Approved by	Principal Rohan Cooper
Next scheduled review date	June 2028