



## HOMEWORK POLICY



### Help for non-English speakers

If you need help to understand the information in this policy, please contact Queenscliff Primary School on 03 5258 1696 or [queenscliff.ps@education.vic.gov.au](mailto:queenscliff.ps@education.vic.gov.au).

### PURPOSE

To outline to our school community the Department's and Queenscliff 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 Queenscliff Primary School.

### RATIONALE

Queenscliff 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 Queenscliff 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.

Queenscliff Primary School students will not be assigned weekly homework tasks. Instead, students are expected to engage in daily reading at home. Daily home reading is to be recorded in students' diaries including the title of the text and duration of reading time.

### Home Reading Expectations

- Prep-Year 1 – 10 to 15 minutes daily
- Year 2 – 15 to 20 minutes daily
- Year 3/4 – 20-25 minutes daily
- Year 5/6 – 30-40 minutes daily

Classes in Year 2-6 may be provided with home learning activities throughout the year such as projects related to their Integrated Studies topic, or literacy and numeracy tasks. These homework tasks will only be assigned to support in-class learning, and may be used to provide opportunities for students to practise skills and knowledge learnt at school. Home reading logs recorded in student diaries will be monitored by teachers.

Students in Prep-Year 1 may be provided with additional literacy and numeracy tasks to support their learning and development, for example Heart Words or number patterns.

When a class is assigned homework tasks, teachers will communicate with students directly in the classroom and provide communication to families via student diaries, email or Compass notifications.

## 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 Queenscliff 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 Queenscliff 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)
- 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
- 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

Queenscliff 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)
- Included in staff handbook/manual
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- [Homework – Department Policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	June 2026
Approved by	Principal
Next scheduled review date	June 2029