



Homework Policy

Purpose

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

Scope

This policy applies to:

- students in all year levels
- staff responsible for setting and monitoring homework at Karoo Primary School.

Rationale

Karoo 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;
- allowing students to apply new knowledge;
- enabling 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.

Definitions

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

Policy

At Karoo 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 with feedback provided to the student within reasonable timeframes
- where appropriate, provide opportunities for parents/carers to partner in their child's learning.

The types of homework that teachers at Karoo Primary School may include are:

- completing consolidation exercises for mathematics
- completing science investigations

- making or designing an artwork
- reading for pleasure
- researching topics associated with set class work
- applying new skills to the 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
 - reviewing their favourite film or book
 - writing a diary entry
- engaging with parents in learning activities such as:
 - interviewing a family member as part of a research project.

Implementation

Homework will differ depending on the sub-school and individual student needs.

Foundation - Year 2 sub-school:

- daily reading of take-home text to parent/carer
- daily practice of sounds and words linked to classroom work.

Year 3 and 4 sub-school:

- independent reading
- word study work
- tasks connected to the classroom program, including Mathletics.

Year 5 and 6 sub-school:

- independent reading
- tasks connected to the classroom program, including Mathletics.

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 Karoo 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 Karoo 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, meaningful and relevant
- clearly communicate with parents about homework requirements, including a consistent delivery platform for the year level (paper or online)
- assess homework and provide timely and practical feedback
- follow up with parents if a student regularly fails to complete tasks
- ensure a progression of homework amount and complexity occurs as the student progresses through each sub school, particularly in the senior years prior to moving into secondary school.

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
- seeking assistance when difficulties arise from a teacher or parent/carer
- develop time management skills whilst balancing extracurricular activities.

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

- ensuring there is a balance between time spent on homework and recreational, family and cultural activities
- talking to teachers about any concerns they have about homework
- discussing homework with their child in their first language, if English is not the main language spoken at home
- ensuring there is a quiet study area for their child to complete homework.

Support for students and parents/carers

Karoo 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
- hard copy available from school administration upon request.

Related policies and resources

[Homework – Department Policy](#)

Policy status and review

The Assistant Principal (Teaching and Learning) is responsible for reviewing and updating the Homework Policy at least every three years. The review will include input from students, parents/carers and the school community.

Appendix 1: Homework Expectations for KPS Staff (Years 3-6)

Platform

In Years 3-6 homework is to be sent out to students using Google Classroom format.

Homework submission will involve a variety of ways e.g. Google Classroom, Mathletics, book work, collecting materials etc.)

Homework Task Design

It is expected that there will be a variety of ways that tasks will be submitted, however PLCs are encouraged to use the features of Google Classrooms to submit tasks as frequently as possible to ensure our students are developing and using their digital skills.

Task complexity should increase across the student's years of schooling. E.g. the amount of time spent on homework and the complexity of tasks in Year 4 should increase from the amount that was expected in Year 3.

The tasks designed should complement the classroom program and allow for consolidation of skills.

Tasks Included

Tasks included for homework may include:

- daily reading and recording in a log book
- word study tasks
- tasks related to the Integrated Unit
- writing tasks
- Mathletics tasks based on topics covered in classwork
- maths Fluency tasks
- wellbeing tasks.

Year 6 students:

When planning homework for Year 6 students, it should be kept in mind the need to prepare these students for the online delivery platforms they will be expected to be using when they begin secondary school. The design, delivery and submission of tasks should reflect this as we prepare them for the expectations of independence, self-management and digital skills required of them in Year 7 and beyond.

e.g. downloading and uploading of files, submitting responses using a variety of media - images, video, voice recordings etc.

Communication with Parents

When homework has been distributed to students, the class teacher will send out a message through Compass to parents informing them that homework has been released. The due date will be included in this post.

Appendix 2: Process for Homework delivery and submission

1. Homework distributed to students. Parents notified via a Compass post that homework is now accessible. Homework is generally delivered on a Monday, and is due the following Wednesday. This is subject to change due to other events happening at school.
2. Homework Club is available twice weekly for students to complete homework should they require extra support or are unable to complete their tasks at home. It is however noted that the intention of homework is that it is teaching students self-management skills in completing tasks outside of the regular school day. This is the preferred process where possible.
3. Homework is submitted before or on due date.
4. If homework is not submitted by students, teachers are to work through the following flowchart to support the student.
 - a. First and second occurrence: Check in with student in regards to homework not being completed. Extension granted of 1-2 days as seen appropriate. Teacher checks in with student's family to see how things have been going at home. Teacher documents on Compass.
 - b. Subsequent occurrence: as above. Escalate to Sub School leader for conversation with student. Parents notified through email and/or phone call as appropriate. Teacher documents on Compass. Teacher (supported by Sub School Leader) to create a Homework Support Plan (in development).

