



WILLIAMSTOWN  
PRIMARY SCHOOL

## Homework Policy



### Help for non-English speakers

If you need help to understand the information in this policy, please contact the school 9397 1248.

### PURPOSE

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

### RATIONALE

Williamstown Primary School has developed this Homework Policy in consultation with the School Council and the broader school community (via feedback survey) to support student learning and wellbeing by:

- providing opportunities for students to review, revise and reinforce newly acquired skills
- 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 Williamstown Primary School all homework set by teachers will be:

- purposeful
- curriculum-aligned
- appropriate to students' skill level and age



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- 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 Williamstown Primary School will include are:

### ***Home Learning (Homework) guidelines for year levels***

#### **Prep (Foundation)**

- In Prep, students are expected to undertake 10-15 minutes of daily reading with a parent/carer/sibling, including during school holidays. This can include opportunities for the student to read to an adult, read with an adult or be read to by an adult.
- Students in Prep will be given one homework task on a Monday each week. This task will be based on the Literacy and Numeracy skills the students are learning in class that week. It should not take more than 15 minutes to complete across the week.
- Students in Prep are not expected to complete more than 15 minutes of homework daily.

#### **Year 1**

- In Year 1, students are expected to undertake 15 minutes of daily reading with a parent/carer/sibling, including during school holidays. This can include opportunities for the student to read to an adult, read with an adult or be read to by an adult.
- Students in Year 1 will also undertake 5 minutes of spelling practice on weekdays, based on the Little Learners Love Literacy spelling and sound focus for the week, this may include some personal spelling words.
- Students in Year 1 are also given the opportunity to play two Maths games a week with family members.
- Students will also prepare for speaking and listening activities throughout the week (Show and Tell).
- Students in Year 1 are not expected to complete more than 20 minutes of homework daily.

#### **Year 2**

- In Year 2, students are expected to undertake 15 minutes of daily reading with a parent/carer/sibling, including during school holidays. This can include opportunities for the student to read to an adult, read with an adult or be read to by an adult.
- Students in Year 2 will also undertake 5 minutes of spelling practice on weekdays, based on the Little Learners Love Literacy spelling and sound focus for the week, this may include some personal spelling words.
- Students in Year 2 are also given the opportunity to play two Maths games a week with family members.
- Students will also prepare for speaking and listening oral presentation each term.
- Students in Year 2 are not expected to complete more than 20 minutes of homework daily.



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### Year 3/4

- In Year 3/4, students are expected to undertake 15-20 minutes of daily reading, including during school holidays. This can include opportunities for the student to read to an adult, read with an adult or be read to by an adult.
- Students in Year 3/4 will also undertake 10 minutes of spelling, Literacy and numeracy practice each day, based on the SMART spelling focus for the week, personal words and the literacy and numeracy learning focus.
- Students in Year 3/4 are not expected to complete more than 25 minutes of homework daily.

### Year 5/6

- In Year 5/6, students are expected to undertake 20-25 minutes of daily reading, including during school holidays. This can include opportunities for the student to read to an adult, read with an adult or be read to by an adult.
- Students in Year 5/6 will also undertake 10 minutes of spelling and numeracy practice each day and may also undertake enrichment assignments or research.
- Students may complete a small task linked to their inquiry units such as interviewing a family member. Students may also collect resources for hands on activities and/or projects.
- Students in Year 5/6 are not expected to complete more than 30 minutes of homework daily.

### Specialist

- Specialist programs do not provide students with homework. However, we strongly encourage families to discuss with students what they do during specialist classes. There may also be times where a specialist teacher may ask students to bring something from home to support the learning in the classroom. E.g. An object to use for an Art activity.

## 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 Williamstown 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 Williamstown 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
- offer opportunities for families to engage in their children's learning.
- provide expectations and outline what homework looks like for the coming weeks. This may change based on the needs of the students. Teachers will notify parents via Compass, note with the homework task or the newsletter



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Responsibilities and expectations for **students** are (age appropriate level):

- 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
- developing a positive and productive approach to homework.
- talking to teachers about any concerns they have about the homework
- reading to them, talking with them and involving them in learning opportunities during everyday household routines and physical activity.
- 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

Williamstown 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



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### RELATED POLICIES AND RESOURCES

- [Homework – Department Policy](#)

### POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2025
Consultation	May 2025 – Parent Survey and Ed Pol review
Approved by	Principal
Next scheduled review date	July 2029

### History

Version Approval Date	Summary of changes	VRQA Requirement	DET Mandated Policy	School Council Input
May 2010	Comprehensive review	N/A	Yes	N/A
June 2012	Updated	N/A	Yes	N/A
October 2015	Updated	N/A	Yes	N/A
June 2019	Comprehensive review	No	Yes	Consultation recommended but not required.
Aug 2022	Comprehensive review	No	Yes	Yes – Ed Pol reviewed school community responses
July 2025	Updated	No	Yes	Yes – Ed Pol reviewed school community responses