Help for non-English speakers

If you need help to understand the information in this policy please contact the office on 9663 6502.

	Carlton Gardens Primary School **HOMEWORK POLICY**	**Authorisation** 2025 **Review** 2028

Purpose:

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

Scope:

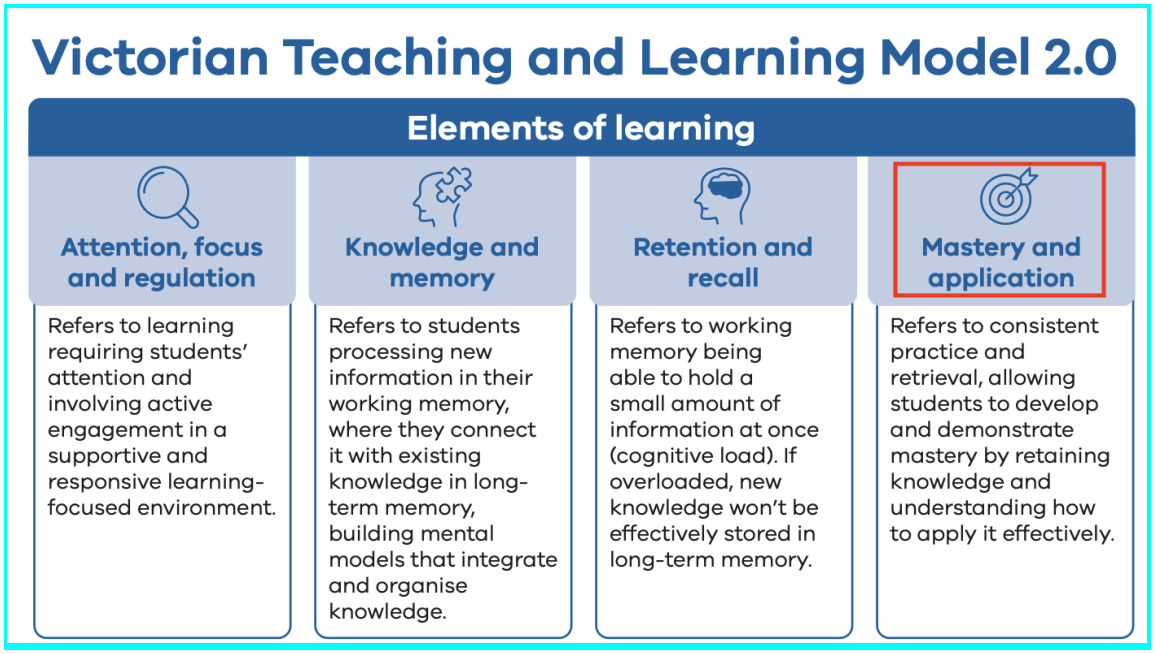
This policy applies to students in all year levels and staff responsible for setting and monitoring homework at Carlton Gardens Primary School.

Rationale:

Carlton Gardens 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 healthy routines.
- supporting learning partnerships with parents/carers.

This Homework Policy aligns with the Victorian Teaching and Learning Model 2.0, particularly supporting the 'Mastery and Application' stage to consolidate key skills and knowledge. This evidence-based approach ensures homework is purposeful, with the length and difficulty adapted to students' age and the subject. This helps reinforce learning and fosters lifelong study habits.



Definitions

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

Policy:

At Carlton Gardens PS, 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
- where appropriate, provide opportunities for parents/carers to partner in their child's learning.

The types of homework tasks that teachers at Carlton Gardens PS may provide are:

Foundation - Year 2

- **Focus:** Establishing a love for learning, practising foundational skills, and building routines.
- **Tasks:** Homework may include reading with family members, high-frequency word practise, and occasional hands-on activities that support classroom learning.

Year 3 - Year 4

- **Focus:** Reinforcing skills learned in class, encouraging independent practice, and gradually developing organisational skills.
- **Tasks:** Homework may include daily reading, simple numeracy activities, spelling or vocabulary practise, and short inquiry projects.

Year 5 - Year 6

- **Focus:** Supporting independent learning, developing time management, and fostering responsibility.
- **Tasks:** Homework may include reading, numeracy tasks aligned with current topics, and occasional assignments to build inquiry and research skills.

If students take an extended family holiday, we encourage them to continue daily reading and keep a journal of their experiences to support their learning and create lasting memories. Given the number of students who travel within our school community and the dynamic nature of our curriculum, teachers will not be setting additional tasks specifically for holiday periods. However, students are encouraged to engage in reading and numeracy activities while they are away. This approach allows students to enjoy their time away while participating in meaningful, self-directed learning.

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 Carlton Gardens PS** 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 Carlton Gardens PS** 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
- set predominantly paper based tasks
- 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
- 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,
- ensuring there is a quiet study area for their child to complete homework.
- create healthy homework routines
- celebrating their child's successes and achievements.

Support For Students And Parents/Carers

Carlton Gardens PS 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. Additionally, one of the lunchtime clubs will be dedicated to supporting students who may need extra help in completing homework tasks.

For additional information on how to support their child throughout the year, parents/carers are encouraged to use these parent-friendly guides:

- Birth to Grade 2 Numeracy Guide
- Birth to Grade 2 Literacy Guide
- Birth to Level 10 Numeracy Guide - At Home

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
- Policies linked in staff handbook
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

Related Policies And Resources

- Homework – Department Policy

Review Cycle and Evaluation

October 2026: This policy was updated by School Council to remove references to digital devices and online platforms in line with the updated DE Digital Learning policy requirements.

This policy will be reviewed as part of the school's four-year review cycle.