

# WINDSOR PRIMARY SCHOOL HOMEWORK POLICY

*A diverse and inclusive community where everyone is respected and has the opportunity to thrive.*

## PURPOSE

To outline and meet the Department's and Windsor 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 Windsor Primary School.

## RATIONALE

Windsor 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
- 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 Windsor 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 recommended time allocation and types of homework that teachers at Windsor Primary School will include are:

	Foundation – Year 2	Year 3/4	Year 5/6
Suggested homework time allocation*	Reading: 10 – 20 mins allocated reading  Total daily: 20 mins	Reading: 20 – 30 mins allocated reading  Total daily: 30 mins	Reading: 20 – 30 mins allocated reading  Total daily: 40 mins

If homework time consistently exceeds this time allocation due to any reason or allocated work does not meet suggested times, please speak to a teacher for additional supports.			
<b>Reading</b>	Allocated daily reading aloud of familiar and known texts. Opportunities for family reading for pleasure	Daily reading of student selected book	See Year 3/4 description
<b>Writing</b>	Practising handwriting.	See F – Year 2 description  Preparation for class writing pieces.	See F – Year 2 description  Preparation for class writing pieces.
<b>Maths</b>	Completing consolidation exercises for mathematics either focussing on number facts, fluency and current class topics.	See F – Year 2 description	See F – Year 2 description
<b>Project based</b>	Researching topics associated with set class work and the skills taught in class.	See F – Year 2 description	See F – Year 2 description  Includes completion expectations and timelines.
<b>Other</b>	Work associated with a student’s specialist classes and specific learning level/needs.	See F – Year 2 description	See F – Year 2 description Includes activities to develop organisation skills and work habits associated with secondary school (i.e. timelines, diaries, planning, time allocations).

## 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 Windsor 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
- to acknowledge the diversity in the capability of parents to engage, participate and support their child with their homework
- to support teachers to work with families to attend to any individual circumstances that may impact a student/family’s capacity to complete homework tasks.

Responsibilities and expectations for teachers at Windsor 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)
- to seek and respond to student views on meaningful and appropriate homework tasks
- explain to families how homework tasks can be distributed to cater for other homelife commitments
- assess homework and provide timely and practical feedback without compromising lesson preparation and instruction time
- 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

- to be aware of the circumstances of some family's ability to engage, participate and support their child's homework
- to liaise with families who have difficulties in meeting the homework expectations and collaboratively create a homework plan.

Responsibilities and expectations for students at Windsor Primary School 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 at Windsor Primary School are:

- ensuring there is a balance between the time spent on homework and recreational, family and cultural activities
- ensuring there is an appropriate study area for their child to complete homework
- talking to teachers about any concerns they have about the homework
- talking to teachers about any concerns they have about meeting the expectations of the homework policy
- if required, to feel free to discuss homework and/or translate it into their first language
- when discussing homework with their child/ren to help them make connections to the task/s, such as recalling previous experiences and prior knowledge the child and/or parent/carer may have had, family culture/s, history and language/s and any community links.

## SUPPORT FOR STUDENTS AND PARENTS/CARERS

Windsor 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.

The school also understands the different demands on families in being able to support students with their homework. The school's expectations on homework completion will always be open to the specific needs of each family (i.e. educational capacity, English as another language, work schedules and commitments).

## COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on school website
- Included in staff induction processes
- Included in our staff handbook/manual
- Annual reference in school newsletter
- Hard copy available from school administration upon request

## RELATED POLICIES AND RESOURCES

- [Homework – Department Policy](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	May 2026
Consultation	School Community Working Party – May 2026 School Council – June 2026
Approved by	Principal
Next scheduled review date	2029

