BERWICK PRIMARY SCHOOL
HOMEWORK POLICY

HELP FOR NON-ENGLISH SPEAKERS

If you need help to understand the information in this policy, please contact Berwick Primary School on 03 9707 1026 or berwick.ps@education.vic.gov.au.

PURPOSE

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

RATIONALE

Berwick Primary School has developed this Homework Policy in consultation with key stakeholders 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, particularly a daily habit of reading
- 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 Berwick Primary School all homework set by teachers will be:

- purposeful
- aligned to our guaranteed and viable curriculum
- 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.

Homework at Berwick Primary School is 10–15 minutes a night. This time is intended to be focused, manageable and enjoyable, leaving students time for rest, play, physical activity, and family and cultural activities.

Reading every night is the most important part of homework at Berwick Primary School. We recommend that:

- Prep and Year 1 students read their allocated decodable texts each night, to build accuracy and fluency with the phonics they are learning in class
- Years 2–6 students read library/ texts from home each night, choosing books that interest them and that they can read with growing fluency and understanding
- all students take part in shared reading with their child's parent/carer or another family member. Parents/carers can read aloud to their child, take turns reading, or talk about the text together. Shared

reading builds vocabulary, comprehension and a love of books, and it is valuable for students of every age, including those who are confident independent readers.

BPS Connect at Home is our school's website platform for families. Each week it provides year-level specific activities that are aligned to our guaranteed and viable curriculum, so that students can continue and expand their learning from class to home. The activities are interactive and are designed to generate conversation between parents/carers and their children, to be done together.

The types of homework that teachers at Berwick Primary School will include are:

- nightly reading (decodable texts for Prep and Year 1, library texts for Years 2–6, and shared reading)
- weekly year-level activities on BPS Connect at Home
- practising spelling words
- practising number facts and consolidating mathematics concepts
- researching or preparing for topics associated with current class learning
- applying new skills to home context such as:
  - planning and cooking food, including following a recipe
  - helping to plan a day trip, including timings, directions and costs
  - growing plants
  - reviewing a favourite film or book
  - writing a diary entry

- engaging with parents in learning activities such as:
  - rehearsing a presentation with parent/carers, and seeking their feedback
  - interviewing a family member as part of a research project.

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 Berwick 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
- ensure BPS Connect at Home is resourced and kept current, and that families know how to access it.

Responsibilities and expectations for teachers at Berwick Primary School are to:

- 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 is consistent with our commitment of 10–15 minutes a night
- allocate decodable texts to Prep and Year 1 students that match the phonics sequence taught in class, and encourage Years 2–6 students to read library texts
- offer opportunities for families to engage in their children's learning.
- provide and monitor access to the BPS connect at home website

Responsibilities and expectations for students are:

- being aware of the school's homework policy
- discussing homework expectations with their parents/carers
- reading every night, using their decodable text (Prep and Year 1) or a library text (Years 2–6)
- 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 and participation in physical activity, sport, and 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
- setting aside a regular time each night for reading, and reading with their child through shared reading
- exploring BPS Connect at Home each week and enjoying the activities together with their child
- 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

Berwick 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. Parents/carers can also contact the school if they need help accessing BPS Connect 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 and on BPS Connect at Home
- Reminders in our school newsletter
- Discussed at annual staff briefings/meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

FURTHER INFORMATION AND RESOURCES

- Homework – Department Policy

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2026
Approved by	Principal
Next scheduled review date	October 2030

The principal will complete the Department's Annual Risk Management Checklist for anaphylaxis management to assist with the evaluation and review of this policy and the support provided to students at risk of anaphylaxis.