

# HOMework POLICY



## PURPOSE

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

## SCOPE

This policy applies to students in all year levels, parents/carers and staff responsible for setting and monitoring homework at Frankston Heights Primary School.

## RATIONALE

Frankston Heights 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 and knowledge
- encouraging students to enrich or extend knowledge individually, collectively and imaginatively
- fostering good lifelong learning and study habits
- connecting families with the learning of their children.

## DEFINITIONS

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

## POLICY

At FHPS all homework set by teachers will:

- be purposeful and curriculum-aligned
- be appropriate to students' skill level and age
- encourage students to accept responsibility for their learning
- be monitored by the teacher
- provide opportunities for parents/carers to connect with their child's learning.

The types of homework that teachers at FHPS may include are:

- daily reading
- writing, spelling, oral language and numeracy activities to support student learning
- tasks linked to inquiry topics and other subject areas.

## SHARED EXPECTATIONS AND RESPONSIBILITIES

Homework is a shared responsibility between the school, teachers, students and their parents/carers. It provides a valuable opportunity to reinforce learning at home and build good study habits. While there are no formal consequences if tasks are not completed, students are encouraged and supported to engage with homework so they can make the most of their learning.

Responsibilities and expectations for **leaders at FHPS** are to:

- advise teachers, students and parents/carers of homework expectations throughout the school year and provide them with access to the homework policy

Responsibilities and expectations for **teachers at FHPS** are to:

- set homework that is curriculum-aligned and appropriate to the student's skill level and age
- provide all students with access to home learning tasks (hard copy, digital)
- ensure homework tasks are purposeful and designed to support student learning
- monitor homework and provide timely, practical feedback
- communicate with parents/carers, via Sentral, if homework is not submitted on a regular basis
- 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 child's learning.

Responsibilities and expectations for **students** are:

- being aware of the school's homework expectations
- 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, with parent assistance, time available in the weekly schedule to work on and complete homework tasks, home obligations and after school 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
- 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.

## **SUPPORT FOR STUDENTS AND PARENTS/CARERS**

Frankston Heights 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 his/her homework, we encourage parents/carers to speak to their child's teacher.

## **FHPS HOMEWORK NON-SUBMISSION PROCESS**

### **Homework at FHPS**

Students are expected to complete and submit homework by the due date.

Teachers are required to maintain accurate records of homework submission.

Homework is not to be completed at school.

## **PROCESS FOR CONTACTING PARENTS**

### **Prep – Year 2 (Reading Focus only)**

- If a student is not reading regularly at home, the class teacher will send a message to the parent/carer via Sentral or Seesaw.
- If reading continues not to be completed after the initial message, the class teacher will phone the parent/carer.
- If reading is still not occurring regularly, the class teacher will inform the assistant principal.
  - The assistant principal will contact the parent/carer by phone.
  - The outcome of the discussion will be shared with the class teacher and discussion documented.

## **Year 3 – Year 6 (Process to be followed each term)**

### **First time in a term:**

- Record non-submission.
- Discuss the matter with the student.

### **Second time in a term:**

- Record non-submission.
- Send communication to parent/carer via Sentral.

### **Third time in a term:**

- Record non-submission.
- Send communication to parent/carer via Sentral.

### **Fourth time in a term:**

- Inform assistant principal.
- The assistant principal will contact the parent/carer by phone.
- The outcome of the discussion will be shared with the class teacher and discussion documented.

## **IMPORTANT**

For Tier 3 students, and any Tier 2 students who participate in termly SSG meetings, class teachers must consult with the wellbeing assistant principal and leading teacher before sending any communication home regarding homework non-submission.

## **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
- Reminders in our year level newsletters
- Discussed at parent meetings
- Discussed at student forums

## **RELATED POLICIES AND RESOURCES**

- [Homework – Department Policy](#)

## **REVIEW PERIOD**

This policy was updated March 2026 and is scheduled for review March 2029.