# Guidelines when providing homework – primary exemplar

**Purpose**: this exemplar supports school leaders in planning and developing homework guidelines. It is designed to be adapted to the specific needs of individual schools and aligns with the suggested structure provided on the [Homework](https://education.nsw.gov.au/schooling/parents-and-carers/going-to-school/learning-resources/homework) webpage.

## Rationale

The NSW Department of Education’s [Curriculum policy standards](https://education.nsw.gov.au/policy-library/policies/pd-2005-0290) require that schools develop homework guidelines in consultation with key community stakeholders, including parents and carers, students and teachers. Schools must develop homework guidelines that communicate the school’s position on providing homework for students.

Homework provides opportunities for students to develop essential skills such as time management and good work habits. The skills developed through routine homework can be applied across other subjects and practical situations in students’ daily lives.

## Consultation

**In** 2024**, Mountain Top Public School** engaged its wider community to determine the most appropriate approach to homework for the school context. This consultation included:

* distributing a survey to parents and carers, students, and teachers to gather feedback on homework preferences and options
* principal-led presentations at Parents and Citizens Association (P&C) and the NSW Aboriginal Education Consultative Group Incorporated (NSW AECG Inc) meetings on **16 September 2024**
* reviewing survey feedback with the school’s homework committee
* developing draft homework guidelines prepared by the homework committee and endorsed by the principal
* presenting the draft guidelines to the P&C and NSW AECG Inc for feedback and endorsement for implementation in 2025.

## Homework guidelines statement

**Mountain Top Public School** will provide planned and monitored homework as part of a learning program for students. Teachers may also request students to complete assessments and unfinished classwork as part of their homework to ensure they remain up to date with their learning.

## Implementation

The nature, frequency and volume of homework will be determined by teachers’ professional judgment in consultation with the leadership team. Homework tasks will be designed to avoid imposing unreasonable workloads on students.

Homework may include activities such as spelling, reading, mathematics practice, consolidation exercises, or projects that reinforce and extend classroom learning.

Parents and carers will be informed about homework expectations and routines at the start of each school year. This information may be shared during parent information nights, through the newsletter or via specific letters outlining homework requirements.

These guidelines will also be provided at the time of student enrolment, and published on the school’s website for parents and students.

**Homework should be:**

* appropriate to the student's skill level and age
* engaging, challenging and, where appropriate, open-ended
* purposeful, meaningful and relevant to the curriculum
* assessed by teachers, with timely feedback and support provided.

### Roles and responsibilities

**School leaders**

* Establish a clear timeline and process for monitoring, evaluating and reviewing the homework guidelines
* Monitor the implementation of the homework guidelines

**Teachers**

* Plan homework tasks that align with curriculum goals and individual student needs
* Monitor and provide feedback on homework in a timely manner
* Communicate homework expectations clearly to parents and carers and students

**Students**

* Organise and return homework materials or readers on time
* Take responsibility for completing homework, supported by parents and carers
* Seek assistance from teachers when needed

**Parents and carers**

* Support their child in completing their homework
* Communicate with teachers if homework is unachievable or if concerns arise about their child’s approach to homework
* Encourage their child to manage their time effectively to complete homework within set time frames

## Monitoring, evaluation and review

The homework guidelines will be implemented from Term 1 2025 at **Mountain Top Public School**.

A formal review and evaluation of the guidelines will be conducted in 2029, unless otherwise communicated by the principal.

Table 1 – policy review and approval

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| --- | --- |
| ****Action**** | ****Date or person**** |
| **Guidelines last reviewed** | October 2024 |
| **Consultation** | P&C, NSW AECG Inc, homework committee, parent and carer survey, school executive |
| **Approved by** | Principal – John Smith |
| **Next scheduled review date** | 2029 |

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