



# PADBURY PRIMARY SCHOOL

## CLASS PLACEMENT POLICY

### RATIONALE:

Individual class placements can have a significant effect on a student's attainments and must be based on professional judgements about the student's educational needs, circumstances and interests.

### PROCESS:

- Admin team establishes class structure options for the following year;
- Principal advises relevant teachers of the options;
- Teachers give consideration to optimal class placements;
- The Principal advises parents, via the school newsletter, that student placements are being considered for the following year;
- The Principal publishes the likely classroom organization for the following year;
- Parents are invited to submit written requests with respect to class placements. The submissions must be based on educational reasons, addressed to "The Principal" and marked "Confidential";
- Where appropriate or upon request, teachers should discuss individual placements with parents;
- Teachers currently teaching particular cohorts confer regarding placements for the following year taking into consideration the criteria listed below: -

### FORMING COMPOSITE CLASSES

Classes should be homogeneous with respect to academic performance, social development, behaviour and gender balance. Teachers will consider the following when forming composite classes:

- Academic performance
- Behaviour
- Social development
- Social network
- Previous class placements
- Special needs such as twins, family situation and parent-teacher issues
- School Psychologist recommendations
- Written parent submissions regarding a student's **educational** needs

The following should be noted:

- All classes have students across a range of developmental levels. Composite classes are no different.
- All written parent submissions will be given consideration but will not automatically be accommodated; and
- The final decision regarding student placement rests with the Principal.

Endorsed by School Council: 16<sup>th</sup> March 2016