Classroom Placement Guidelines

RATIONALE

Inglewood Primary School creates its class structure based on the professional judgement of staff, taking into account several factors and the needs of individual students.

GUIDELINES

Outlined below is the process we use at Inglewood Primary School when allocating students to classes. We have also included some FAQS and the answers that parents may have about class placement. Staff at Inglewood Primary School are committed to meeting the educational needs of all students and we always put a great deal of thought, planning and time into placing children into classes each year. All classes are formed to provide the best possible learning environment for every student, in every class, every day.

Factors influencing class structures and placements include:

- the educational needs of the student.
- a balance of academic ability and needs.
- ensuring each student has at least one preferred peer they have identified in the class.
- the projected number of students in each year level (based on trends) and whether split classes will be necessary.
- the constraints of resources and facilities.
- students' work habits e.g. ability to work independently.
- students' social and emotional needs.
- social maturity.
- additional needs; and
- family situations (eg. twins, siblings). Please note that special family considerations need to be outlined to the Principal during fourth term via email or a face-to-face meeting.

PROCESS:

1. Parents may write to or meet with the Principal to request a particular placement based on their child's educational needs during Term Four. Please note, however, that not all requests can be granted but every effort will be made to ensure the best placement for the child is considered.
2. Staff meet during Fourth Term to establish the classes for the following school year. Teachers of the current year level make recommendations about where to place those students for the following year. The teachers will take into consideration the factors above and the dynamics between groups of students.
3. Class placements are then endorsed by the Principal and Admin team.

FAQs

Why do we ask parents to leave class placement in the hands of the teaching staff?

As professional educators we strive to make the right choices considering all the information we have about all students. Whilst parents do know their children best, teachers have all the academic and social information about every child and can make sound judgements to meet the needs of every student.

Why does the school have some split grade classes?

Staffing is dependent on the enrolment numbers which can vary between year levels; therefore, split year level classes are often necessary to ensure that we have appropriately sized classes.

The practice of combining grades in one class is well supported by research and our beliefs about how children learn. That is, research shows us that students are not disadvantaged by being in a split grade class. The difference in students' academic ability and maturity can vary by about five years across a straight year level class and this is not much different for a split year level class. The added advantage of a split year level class is that students make friendships across grades.

Can I request my child to be placed with another child or not placed with another child?

Parents may request this but need to give clear educational reasons why this is necessary. It is important to consider that the school knows your child's friendships and that placing them without that particular friend may be so that your child expands their friendship base. We want children to be able to work and socialise with a variety of other children and build skills to make new friends.

In addition, sometimes we may get competing requests from parents where one parent wants their child to be in a class with a friend, but the friend's parents have requested that they not be in the same class.

Friendships can change throughout primary school as students leave or more students arrive and so it is important for your child to develop friendship-building skills.

When will I know my child's placement?

Parents of children in Kindergarten are informed late Term 4 by mail of their days.

If your child is going to be a K/PP or a PP/1 split, you will be notified in Term 4 due to parents needing to know which site their child will be attending. This early notification, however, will not be made available for split classes across other year levels.

Pre-Primary to Year 6 class lists (including split classes) are displayed on the main school site and off-site locations before school starts in Term 1 when the administration team and teachers return. This is because we often have enrolments over the holidays, or staff change and we may, therefore, have to change our class structure.

What if I am unhappy with my child's placement?

Given the exhaustive process undertaken, class placements are generally considered to be final. Changing one student's placement at the request of a parent can mean that many other changes also need to take place to continue to meet the needs of all the other students. It is a complex balance that requires consideration of the full impact on all student placements.

Parents can talk to the principal or deputy principal about their concerns but changing a student placement would be rare and only granted for a sound academic or social-emotional reason. Please be assured the principal and/or deputy and the classroom teacher will always work with the parent to help students adjust to their new class and to ensure the placement is successful.