

SHELLEY PRIMARY SCHOOL 2024 CLASS PLACEMENT POLICY

POLICY

Shelley Primary School (The school) forms classes to best meet the needs of students within the constraints of the human and physical resources available.

RATIONALE

The school generates the best possible class structure and placements based on the availability of staff and classrooms and the professional judgement of staff; considering students' academic, social and emotional needs, and their individual circumstances and interests.

OPERATIONAL PROCEDURES AND GUIDELINES:

Towards the end of fourth term, school executive determines class structure options for the following year based upon anticipated enrolments, historical data and the need for flexibility. The Principal advises parents that student placements are being considered for the following year and parents are invited to submit written inputs based upon educational reasons to the Principal.

Parent requests are considered but not automatically accommodated.

Due to significant holiday enrolments in recent years, class lists are not finalised until January.

PLACEMENT PROCESS:

Classroom teachers provide a summary of each student's achievement, work habits, social/emotional attributes and friendships to school executive. Class groups are then balanced based on factors including:

- The educational needs of students;
- The projected numbers of students in each year level;
- The ratio of girls to boys;
- Academic performance;
- Work habits e.g. ability to work independently;
- Behaviour;
- Social network;
- Social maturity; and
- Special needs e.g. twins, siblings

Should there be the need to form a composite class, the professional judgement of the Principal, administration team and relevant teaching staff from the previous year will decide the placement of individual students. There is no recent, relevant research that clearly demonstrates any disadvantage to students in composite classes. But there is general agreement that composite classes can have social and emotional benefits for students. (see separate document – Composite Class Research)

Once draft class lists are formed, they are sent back to teachers for further feedback. Teachers of the current year level confer regarding the class groupings (i.e. Year 2 teachers decide Year 3 placements, and so on) Lists will be submitted to the Principal and administration team for final ratification.

Class lists are subject to change due to a range of factors including student enrolments and/or availability of staff. The final decision on class placement remains with the principal.