



Welcoming All – Attaining Excellence

Student Placement Policy

Purpose

Classes at East Victoria Park Primary School are formed to ensure the best climate for social, emotional and academic learning, within the constraints of the resources the school has available.

Rationale

Students are allocated to class groups based on the professional judgements of all stakeholders, including the school staff, psychologist, and agency support workers such as occupational therapists and visiting teachers from CAMHS. Parent concerns and wishes are also taken into account during the decision making process. Ultimately the final placement is at the discretion of the Principal.

Process

- i. The Administration Team establishes a structure for the following year to accommodate the student population including the anticipated enrolments in the new year. This structure is ratified by the School Board.
- ii. Teaching staff are allocated to classes, with consideration of the composition of each professional learning team.
- iii. Students with diverse abilities, including those with special educational needs, behavioural barriers and those identified as Gifted and Talented are placed into classes, where they are best supported.
- iv. Parent requests are called for in the school newsletter and will be addressed to the Principal and marked as 'confidential'. Parents will write to request a set of skills or approach they think best suits the needs of their child and not request a particular teacher by name. Parents may also wish to make a request in reference to sensitive family situations such as twins or blended families. In some cases it may be appropriate for parents to request a child is separated from other students that they have had social difficulties with in the past. Parent requests made in any other manner, or past the due date will not be considered. Requests will be considered alongside the professional judgement of staff.
- v. The staff, in particular those currently teaching each cohort will work to place students into groups considering their academic abilities, social networks and behavioural needs. They will work to achieve a balance between gender, academic abilities, student maturity and behaviour. East Victoria Park Primary School does not stream according to academic progress.
- vi. The administration team will ratify each list, making the necessary changes to accommodate parent requests where possible and seen as appropriate.
- vii. Class lists will be displayed on the school windows at the front of the school, in the days prior to school commencing the following year. Parents will be notified that the class lists are ready via Facebook and the website.