



CASTLETOWN PRIMARY SCHOOL

PLACEMENT OF INDIVIDUAL STUDENTS IN CLASSES POLICY

RATIONALE

Castletown Primary School creates its class structures based on the professional judgement of staff taking into account the students' academic, social and emotional needs as well as circumstances and interests.

PURPOSE

Classes are formed in such a way as to best meet the educational, social and emotional needs of the students within the constraints of Department policy, industrial agreements, the resources provided and consistent with the Values and Principles of the Western Australian Curriculum and Assessment Outline.

GUIDELINES

Factors influencing class structure are:

- Educational, social, emotional needs of the student
- The projected number of students in each year level
- The ratio of boys and girls
- Projected enrolments during the year based on past trends
- Constraints of resources and facilities

Factors which are considered in the placement of students include:

- Academic performance
- Work habits e.g., ability to work independently
- Behaviour
- Gender
- Social network
- Social maturity
- Special needs
- School psychologist recommendations
- Circumstances e.g., twins, siblings

Classes are not streamed. At CPS there will be more than one class in a particular year level and so if there is a need to form a split grade class, the professional judgement of the Principal, administration team and relevant teaching staff from the previous year will decide the placement of individual students.

Requests in relation to choice of teacher will **not** be considered as a placement factor, however parent input regarding their child's educational needs will be considered.

PROCESS

- The process of forming classes commences in term 4 of the preceding year
- The Administration team, in consultation with staff and after considering student numbers, will determine the number of classes for the following year, class sizes and year levels of each class
- Staff members work collaboratively to establish classes for the following year. Teachers of the current year level confer regarding the class groupings (i.e. Year 2 teachers decide Year 3 placements, and so on)
- All parent input on placement (**not** teacher request) is to be directed to the Associate Principal and placed in writing by the end of November
- Lists are submitted to the Administration team for final ratification