



## CLASS PLACEMENT POLICY

Approved by School Council:  
September 2020

Review:  
September 2023

### **Purpose**

To explain to our school community how we manage requests for class placements for the following school year.

### **Introduction**

Student class placement commences in Term 4 of the preceding year and a number of factors are considered. These include but are not limited to:

- Social groupings, friendships, peer support
- Academic levels
- Special needs and considerations
- Previous incidents
- Parent requests.

### **Policy**

The process that Gladstone Views Primary School works through to plan each student's class placement begins months before the end of the school year. We understand that in certain situations, parents and carers may like to request that their child be placed with a particular friend or in a particular class. Staff will be referred to this policy annually and the policy will be available via Compass. Parents will be referred to this policy early in Term Four (prior to classes being made for the following year) through the newsletter. This policy will be available on the school website.

### **Requests for Placements**

All teachers at Gladstone Views Primary School are caring and committed educators. Gladstone Views Primary School strives to ensure that all students are provided with a high-quality education. Whilst we appreciate that you may wish that your child would benefit from being placed in a class with a particular teacher, we are generally unable to accommodate for these requests. Our school's leadership team has an in-depth understanding of each teacher's strengths and will always endeavour to place our students with teachers who are best placed to suit their needs. We do not re-allocate students to different classes during the school year, unless exceptional circumstances arise. Parents will be advised of the situation if it arises.

Gladstone Views Primary School recognises the importance of fostering and maintaining friendship groups. We also understand that it is equally important for students to mix and learn with peers who have different interests.

If you would like to make a request regarding your child's placement for the upcoming year, requests must be made in writing. Requests must be addressed to the Principal.

We will not always be able to accommodate class placement requests, but will endeavour to take your wishes into consideration where possible.

### **Requests for students to repeat a year level**

Our school will follow the Department of Education and Training policy in the Department's *Policy and Advisory Library* on Year Level Movement. We will regularly promote students to the next year level and will exercise our professional expertise and judgment in relation to these matters.

Students are only able to repeat a year level in exceptional circumstances where Gladstone Views Primary School considers it is required for the long-term benefit of the student e.g. considering their social, wellbeing and academic needs. We will ensure that parents/carers are advised of the options that we consider best meet individual student needs. Students will not repeat a year level without the consent of parents/carers.

### **Review Cycle:**

This policy will be reviewed as part of the school's three-year review cycle.