



## **CLASS PLACEMENT POLICY AND PROCEDURES**

**Classes at Fremantle Primary School are formed each year for the year ahead with a view to what will be in the best educational interests of children, given the available resources and classes able to be formed within the school.**

The staff of Fremantle Primary School will recommend allocation of students to classes to ensure there is a balance of ability, behaviour, gender, year levels and friendship groups across the classes. The current year classroom teacher/s will make recommendations regarding the most suitable placement of students for the following year. The final decision about placement will rest with the school administration.

Parents will have an opportunity to request particular arrangements or placements based on educational needs. These requests must be made in writing and addressed to the Principal. Requests will be called for in October of the previous year, and considered and accommodated where possible, based on the strength of the educational need of the student.

Draft lists will be developed and shared with the teachers for the following year. Parents may view the draft lists by appointment with the Principal. Any amendments will be made in consultation with the Principal and staff.

Parents will be notified of class placement in the final week of the preceding year. Adjustments after this date will only be made in extenuating circumstances, by personal appointment with the Principal.

### **Special Needs**

Special needs students will be allocated to classes taking into account the physical layout of the class and the number of adults in the room. All staff involved in transition, past and present, will be given opportunity to share information, past strategies and future plans. The allocation and deployment of Education Assistants is a decision made by the school Principal. Education Assistants are allocated to the school, not to individual students.

### **Repeating**

Fremantle Primary School does not encourage the repeating of students in a year level. This is based on current research that indicates it is not beneficial to the student to repeat a year level. Parent requests and special circumstances will be given full consideration in consultation with classroom teachers, the Principal and School Psychologist.

### **Multi Aged / Split Classes**

Multi-Aged and Split classes are formed where there are insufficient numbers in a single year level to maintain single grade classes. These classes are formed to have a similar spread of abilities to a single grade class, and represent no disadvantage or advantage over single grade classes.

*Date of Policy: May 2016*

Copies of this policy will be disseminated via the school website.