



John Henry Primary School Class Placement Guidelines

Rationale:

John Henry Primary School creates its class structure based on the professional judgement of staff – considering the students' academic, social and emotional needs, and resources provided.

Process:

The leadership team and teaching staff establish class structures for the following year based on anticipated enrolments and estimated funds indicated by the student-centred funding model to employ teaching staff. Factors staff take into consideration when allocating students to classes:

- projected number of students in each year level and past trends
- ratio of boys to girls
- spread of students with respect to academic performance, social development and classroom behaviour
- the best educational needs of the student
- school psychologist recommendations
- special circumstances such as twins or individual family members, and
- constraints of resources or facilities.

Final class list submissions will be ratified by the principal.

Advertisement of class lists:

- a photo of the class will be shared through Compass and social media on the state-wide Orientation Day
- students will bring home, on the state-wide Orientation Day, written documentation of who their friends are and who their class teacher is.

What is the process for placing students into classes?

Based on the criteria listed above, teaching staff and administration meet mid Term 4 to establish classes for the following school year. Teachers of the current year level meet with the other year level colleagues to create the class lists (ie. Year 2 teachers decide Year 3 placements, etc.). It is acknowledged by all that friendships are important. However, to ensure balanced classes as outlined above, friendship groups are not a primary determining factor in class placement and this is not part of our Class Placement Policy. Proposed class lists are submitted to the principal and Leadership team for final ratification.

Why do we ask parents to leave class placement in the hands of teaching staff?

As professional educators, we strive to make the right choices considering all the information we have at hand. While it is certainly true that parents know their children, when a parent requests a specific placement for their child, they may not have all the relevant information. Teachers on the other hand, have the academic and social information about all children in a particular year level.

Can I request a particular teacher for my child either in writing or through discussion with my child's present teacher?

No, this is not part of the Class Placement Guidelines.

Can I request my child's placement with another child/ren in the classroom? Or, can I request my child not be placed with a particular child?

Occasionally, we receive a request from one family to place particular children together, while the second family requests the same children be placed in separate classes. The final decision on placement rests with the principal.

Often children placed with best friends will work and play exclusively with each other, and this does not promote the social interaction we try to foster. We also find young children change best friends.

When allocating children to classes, we endeavour to foster positive social interaction across the year level.

If you have any more questions, please feel free to contact one of the Leadership staff or your child's teachers.

Communication

This policy will be communicated to our school community in the following ways:

- available publicly on our school's website
- included in staff induction and child safety training processes
- discussed at staff briefings/meetings as required
- discussed at parent information nights/sessions
- discussed at student forums through communication tools
- made available in hard copy from school administration upon request

Policy Review and Approval:

Policy last reviewed -	7 th February, 2022
Approved by -	Principal & School Council
Next scheduled review date -	7 th February, 2025