

Moomba Park Primary School

Class Placement Policy



PREPARED BY: Maria Marchionna

APPROVED BY COUNCIL: February 2019

PURPOSE

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

POLICY

The process that Moomba Park Primary School works through to plan each student's class placement begins months before the end of the school year. A number of considerations are made when determining new grades. These include:

- A balanced number of children in each grade
- A balanced number of boys and girls (enrolment dependent)
- A balanced number of academic, social and emotion needs
- An appropriate mix of role models and leaders
- An appropriate placement of students with additional needs
- Friendships groups

All student placements are finalised before definite decisions are made around teacher allocations. It is for this reason, requests for specific teachers are difficult to consider and cannot be guaranteed.

Requests for placement with friends

Moomba Park 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. Students are given the opportunity to write the names of friends with whom they would like to be in the same class. It is explained to the children that attempts will be made to place them with at least one other friend.

If you would like to request that your child be placed in a class with a particular friend or friends, please ensure that you make this request by the end of October of the year prior so that we can consider your request in organising our classes for the following year.

Requests for class placements must be made in writing, outlining who you would like your child to be placed with and why. Requests can 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 placement with certain teachers

All teachers at Moomba Park Primary School are caring and committed educators and Moomba Park 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 these requests. Our school's Principal Class team have 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.

Requests for students to repeat a year level

Our school will follow the Department of Education and Training policy in the *School Policy and Advisory Guide on Year Level Movement* – see [Attendance](#) policy.

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 Moomba Park 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 was last updated on February 2019 and is scheduled for review in February 2021.