



Floreat Park Primary School | An Independent Public School

Class Placement Policy

Ratified by

Date

School Board

May 2021

Review Date

May 2022





CLASS PLACEMENT POLICY

PURPOSE

Floreat Park Primary School creates its class structure based upon the professional judgements of staff, with the aim of providing the best learning environment for each student.

PROCESS

The Administration team establishes class structure options for the following year based upon anticipated enrolments, in accordance with the Schools Education Act Employees' General Agreement 2014.

The Principal advises parents, that student placements are being considered for the following year.

Once class structures have been finalised, generally late in Term 4, teachers meet to establish class lists for the following year.

FACTORS TAKEN INTO CONSIDERATION WHEN ALLOCATING STUDENTS TO CLASSES:

- The educational and emotional needs of each student.
- Ratio of boys to girls in classes.
- The creation of classes that are balanced with respect to academic performance, social development and behaviour.
- Special circumstances such as twins or individual family matters.
- Constraints of resources or facilities.
- Effective learning and social partnerships: Year 2-6 students are asked to identify 5 students whom they work well with. They are reminded that we will make every effort to ensure they are with at least one of these identified students, but that this is not always possible.

Should there be a need to form a split class, the teaching staff from the previous year and the Administration team will decide the placement of individual students. As was the above, the following will be taken into consideration when forming splits classes:

- Work habits e.g. the ability to work independently.



- Social maturity.
- Academic performance.
- Previous class placement.

Parents may be consulted on class placement, if deemed necessary, by the principal or class teachers. Agreements and/or guarantees to honour requests parents for particular class placements cannot and will not be made by any member of staff.

Lists will be submitted to the Administration team for final ratification.

The Principal shall have a final decision on the individual placement of students.

Class lists will be shared with parents during the final weeks of Term 4.

Parents will be provided with the Class Placement Policy FAQ sheet to help them with frequently asked questions, please see Appendix 1.

Class changes will not be made but the school will work with parents to help them support their child if there are issues in class.



APPENDIX 1

Class Placement Policy - Frequently asked questions

Why does the school have some split grade classes instead of having all straight year level classes?

All government schools are funded through a student-centred funding model. The amount of money we receive is dependent primarily on the number of students who enrol in our school. It is the responsibility of the principal to determine the best possible structure of classes. Another major influence on the number of classes we form is the teachers' industrial agreement which states recommended maximum sizes for each class. These are as follows:

Year	Number of students per class
K	20
PP (purpose built)	27
1-3	24
4-6	32
Split grade 4 -6	31
Split grade 3-4	23

Sometimes enrolments in a particular year level do not fit nicely into a round number of classes. In these cases we may have to form a split or 'multi aged' class with the year below or above. This practice is well supported by research and our beliefs about how children learn, especially in the primary years. It is also often a practical necessity with our enrolment numbers.

The curriculum entitlement for each child will be the same as other children in that year level. Wherever practicable students placed in a split year level class will be provided with opportunities to participate in activities with their year level. If a child is placed in a split year level class in one year they will not be placed in one the following year without consultation with parents.

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



As professional educators we strive to make the right choices taking into account all the information we have to hand. Our teachers have been working with your child on a daily basis all year gathering information on preferred learning styles, interests, social groups, emotional needs as well as their academic ability.

Previous teachers and specialist teachers are also consulted for their input. While it is certainly true that parents know their children the best, when a parent requests a specific placement for their child, they do not have all the relevant information. Teachers, on the other hand, have the academic, social and emotional information about all children in a particular year level.

When will I know my child's placement?

Parents of children in kindergarten are informed of their child's placement at the orientation morning.

Kindergarten students moving into pre-primary will be advised at their orientation towards the end of Term 4. Parents of students in Years 1 – 6 will be advised via CONNECT in Week 9, Term 4.

Parents of students who have special requirements or have twins will be contacted by the class teacher or a member of our Student Services Team to discuss their child's needs for the following year. Every effort is made to accurately plan for the following year, taking into account that we do lose and pick up enrolments throughout the year.

Class structures or teacher allocation may need to change if we have increased or decreased enrolments over the school holidays.

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 Policy.

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

Class teachers ask children to nominate 3 students whom they work well with during Term 4.

While parents may make a request for particular students to stay together, the decision is complex. A number of times we have received a request from one family to place particular children together, while the second family requests that same children be placed in separate classes.



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 a year group, by making socially balanced classes and to help prevent non-constructive relationships.

The final decision on placement rests with the Principal.

If your child is having difficulty with a student in his/her class, please inform the teacher so we can provide support to your child.

This is the aspect of the school experience that reflects 'real life'; where students learn to function socially with all kinds of people.

Can we assume our second child will get the same teachers?

It is a coincidence if this happens as the school does not use historical records when placing children. New relationships are constructive and help us grow. All children are different and may respond well to a different teacher.

When I get my child's class placement, can I request that it be changed?

You may talk with one of the Deputy Principals or Principal about your concerns and be assured that those concerns will be shared with the teacher so your child's anxieties will be addressed.

Teachers run specific programs and activities at the beginning of the year to help children feel comfortable, get to know other students in the class and feel connected to the school. Class placements are considered final.

Changes to placements are not considered due to precedence and the chain reaction that this would create. While we feel we consider the individual child during the placement process, parents must realise their child is part of a complex equation in school placements.

What if my child is having difficulty in his/her new placement after school has started? Can we request a change then?

We will do everything we can to support your child. Parents need to talk firstly to the class teacher; if the matter needs to be referred on the class teacher can request additional support from Student Services Team, a Deputy Principal or Principal.



Changing classes is not part of the Class Placement Policy.

Please be assured that all information about children is valued and heard. Teachers work hard to make the transition between years a smooth process for all our students. Parents can help by being as positive and encouraging as possible to their children in this process.

If you have any further questions on the class placement process please contact the Deputy Principal responsible for your child's year level first.

Mark Walters (Year Kindergarten – Year 2) Mark.Walters@education.wa.edu.au

Matthew Wright (Year 3 – 6) Matthew.Wright@education.wa.edu.au

Thank you in advance for your support of this policy and our procedures.

Jane Rowlands

Principal

