



Kapinara Primary School

Class Placement Policy

Statement

The school creates its class structure based on the professional judgement of staff with the aim of creating the best learning environment for each student.

Procedure and guidelines

Consideration of this process begins in August of the previous year.

Other factors influencing class structure are:-

- the projected number of students in each year level
- the ratio of girls to boys
- projected enrolments during the year based on past trends
- the number of teachers allocated to the school based on total enrolments at the census in term one.
- the needs of the students and
- the constraints of resources and facilities.

The Principal, after consultation with key staff, is responsible for the final decision on the class structure in the school.

Should there be more than one class in a particular year level, or the need to form a split grade class, the professional judgement of the Principal, administration team and relevant teaching staff from the previous year will decide the placement of individual students.

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

Factors that will be considered in the placement of students include:-

- gender
- social network
- work habits eg ability to work independently
- academic performance
- social maturity
- behaviour
- previous class placements
- special needs eg twins, family situation
- school psychologist recommendation

Parents may be consulted on class placement if deemed necessary by the principal or class teachers.

Where possible class lists will be available by the end of Term 4 the previous year with the proviso that they are subject to change should enrolments or other factors change during the summer break or early in Term One.

ENDORSEMENT

We, the undersigned, hereby certify that this document was ratified at the Kapinara School Council meeting of

KAPINARA SCHOOL BOARD CHAIR

KAPINARA SCHOOL PRINCIPAL

BRIAN KELLY

JANE ROWLANDS