



# 2017 Class Placement Information Form

Please complete and return this to your child's current class teacher/s by  
**Wednesday, 19<sup>th</sup> October 2016**

Version 16/9/2016

To assist your child's current teacher/s and the school in the student placement process, we invite parents and caregivers to communicate important information you would like us to consider. Class teachers have the main role in organising students into classes as they have come to know your child and their needs during the year.

***Please note*** that requests for your child to be placed with a particular teacher ***or*** in a particular class (single year level or composite) cannot be considered. Friendships are considered but need to be supportive of your child and his or her learning and social development. Teachers look at the whole picture of group and class dynamics.

In deciding where each child will be placed we take into account the following criteria:

- *Teacher knowledge of*
  - student achievement
  - learning needs
  - group dynamics
  - supportive and unsupportive friendships
- *Previous settings*
- *Gender balance (where possible)*
- *Enrolment numbers*
- *Any relevant additional information from parents/caregivers included on this form*

If there are **significant** difficulties, a member of the leadership team will contact you during the placement process. The final decision about placement remains with the school and once we have finalised classes there are usually no changes unless our enrolment numbers significantly change affecting the overall number of classes.

Name of Student: ..... Current Year Level: ..... Room Number: .....

## **Additional information regarding your child's placement for 2017**

*Please detail information you believe is important for the current class teacher/s to take into account when your child is being placed, eg learning, supportive or unsupportive friendships, previous issues with a particular child, specific behaviour, and/or emotional needs. Do not request your child to be placed with a particular teacher. Please prioritise any requests and ensure all information is respectful of others.*

Parent/Caregivers Name: ..... Best contact number (if needed): .....