

CLASS PLACEMENTS

POLICY

Ripponlea Primary School (RPS) students are allocated to a class in one of the following levels: Foundation; Years 1/2; Years 3/4; or Years 5/6.

PURPOSE

The aim of the “Class Placements” policy is to ensure:

- compliance with DET principles and legislation;
- students are grouped into classes consistent in mixed ability, learning styles, friendships, gender and other individual considerations.

IMPLEMENTATION

1. The process of class placements commences in November of each school year.
2. Foundation students are initially placed into small groups formed from observations and feedback during the transition program. Students are then grouped into classes based on a consideration of factors including:
 - a spread of academic ability
 - social and emotional needs
 - other relevant individual needs
 - a range of learning styles
 - friendships
 - gender balance
3. Foundation students newly enrolled to the school who have missed the transition program will be placed in a small group/new class after consideration of their individual needs, group/class size and composition.
4. The current year’s teachers compile class lists of students for the following year based on consideration of factors including:
 - a spread of academic ability
 - social and emotional needs
 - other relevant individual needs
 - a range of learning styles
 - friendships
 - gender balance
5. Newly enrolled students will be placed in an age-appropriate class after consideration of their individual needs, group/class size and composition.
6. Parent requests regarding class placements with their child’s friends and requests for specific teachers will not be considered. Where exceptional circumstances exist, parent requests on class placements should be directed to the principal in writing by the beginning of November and will be considered on a case-by-case basis. Receipt of parent class requests will be acknowledged.

7. Before class lists are finalised and entered on the school's system they will be reviewed by all teaching staff and approved by the principal.
8. Students will be informed of their future class in the last week of the school year and time will be provided to spend with their new teacher and peers.

Ratified by School Council: May 2017 (reviewed Oct 2019)
Next review date: 2020