



Class Placement

POLICY

Purpose

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

Policy

The process that Ocean Grove Primary School works through to plan each student's class placement begins months before the end of the school year. We understand that in certain situations, parents and carers may like to request that their child be placed with a particular friend or in a particular class but ask families to understand the complexities of forming balanced classes and various factors we are aware of that families may not be.

Requests for placement

Ocean Grove Primary School recognises the importance of fostering and maintaining positive class groups. We also understand that it is equally important for students to mix and learn with peers who have different interests.

Requests for class placements must be made in writing, outlining educational reasons. 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 Ocean Grove Primary School are caring and committed educators and Ocean Grove 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 consider these requests. Our school's leadership team has 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 Department's *Policy and Advisory Library* on Year Level Movement – see [Repeating a Year Level](#) 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 Ocean Grove 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.

POLICY REVIEW AND APPROVAL

Policy last reviewed	November 2021
Approved by	School Council
Next scheduled review date	November 2024 - recommended minimum review cycle for this policy is 3 to 4 years