



SOUTH COAST BAPTIST COLLEGE 2022 PRIMARY CLASSROOM STUDENT PLACEMENT POLICY

The College considers the allocation of students to classes in each grade to be a very important process. For this reason, a very clear and detailed system is followed for determining class composition and the allocation of students to classes for the following academic year.

Class lists are primarily based on the recommendations of your child's current teachers as these staff have the greatest insight into how to best group the students for effective learning.

The following areas are considered and balanced by staff when devising class lists:

- number of students – gender balance- learning abilities - behavioural traits- learning styles - sibling relationship (including twins) - social and emotional needs - student interests - personal/family background – friendship/social groups - new students to the College

Class Structures for the Upcoming Academic Year

It is not our intention to:

- Move a whole class group from one year to the next where all of the students in the class stay as the same cohort of students for the class in the next year level.
- Place all new students in one class.
- Weight the class unevenly, except where appropriate to curriculum initiatives or programs of the College.

Student needs are identified through

- Professional deliberations of staff familiar with the students including classroom teachers, coordinators, learning support staff, a College Psychologist and/or College Counsellor. Information relevant in this area includes:

- Annual standardised assessments.
- Students' educational history (previous classes, special circumstances).
- Significant classroom information documented on the school database (SEQTA).

Process

At the beginning of Term 4 the Head of Primary will ask parents to communicate in writing any information that they would like considered in relation to class allocation relevant to their child's education. Only requests in writing addressed to the Head of Primary at mosesa@scbc.wa.edu.au prior to the final Friday in October of the academic year will be considered. No late requests will be met.

Although parent requests may be received, due to the complexity of the placement process, no guarantee will be made that requests will be accommodated.

1. Current classroom teachers divide students in their current class into groups for the following year based on the criteria outlined above.

2. Classroom teachers of the same year level meet to discuss the year level cohort distribution refining their combined lists.
3. Class lists are reviewed by Deputy Heads of Primary, considering all factors including parent requests.
4. Final class lists are approved by the Head of Primary.
5. Class lists (Pre-Primary to Year 6) are announced to parents the day immediately following the Australia Day long weekend in the new academic year.

To Note:

*Posted class lists will not change at the beginning of the year; neither will students swap classes during the academic year unless significant prior documented evidence on the College record system supports the necessity of this occurring.

*A swap of classes is likely to not be possible, even with consideration, due to the maximum capacity of classes across the Primary School.

* The Head of Primary will make the final decision in relation to the placement of a student in a given Academic Year.