



Student Class Placements for 2017

Dear Families,

We are starting our planning for 2017 to ensure a smooth transition for all. As you will appreciate, this is a very complex process. We have a large number of factors that need to be considered, including:

- Fair and even distribution of academic needs in each class
- Class composition, gender balance and class size
- Prior placements with students and teachers
- Friendship and effective social groups

We assure you, this process is undertaken with diligence and integrity and therefore we gather as much information as possible from staff, families and students. Teachers provide valuable academic and social information collected across the year from observing and communicating with the students. We would like every family to complete this form to provide us with information you would like us to consider when placing your child.

Thank you,

Karen Church - Assistant Principal Primary Years | Sue Matene - Assistant Principal Early Years

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***This form must be completed for every student.** Please return to **Student Services** by Wednesday 26th October, 2016.*

Confidential information may be placed in an envelope clearly labelled with your child's name.

Child's name _____ Class Teacher _____ Current year level _____

I have spoken with my child. Four of his/her friends that he/she works well with are:

1 _____ 3 _____

2 _____ 4 _____

**We will ensure your child is placed with at least one of these students.*

Additional information for staff to consider when placing my child; information may include behavioural, emotional or social needs. (Write on the back of this form if necessary)

I understand that:

- If 4 friends are not nominated on this form, a staff member will complete this with my child.
- This is my opportunity to give relevant educational and social information about my child.
- The information I have provided will be taken into consideration when staff work through the process of organising classes for next year.
- Requests for particular teachers will not be considered.
- Staff aim for the best placement for each student, however we may not be able to meet all requests due to many variables.

Parent/Caregiver Signature: _____

INSPIRING SUCCESS

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