



SORRENTO PRIMARY SCHOOL

Class Placement Guidelines

RATIONALE

Sorrento Primary School has a clearly defined process for the placement of students into classes. When placing students into classes, the school will consider a range of information in order to form educationally and socially balanced classes. Class structures, class compositions and the allocation of students to classes are all developed through consultation with staff, the leadership team and together with the Department of Education Student Centred Funding Model.

PROCESS FOR PLACING STUDENTS INTO CLASSES

The administration team and teaching staff establish class structures for the following year based upon anticipated enrolments and estimated funds indicated by the student centred funding model to employ teaching staff.

Factors staff take into consideration when allocating students to classes:

- the educational needs of students
- the projected numbers of students in each year level
- ratio of girls to boys
- projected enrolments during the year based on past trends
- the number of teachers employed at the school
- resources and facilities
- spread of students with respect to academic performance, social development and classroom behaviour
- school psychologist recommendations

FORMING COMPOSITE (Split) CLASSES

The school is funded on the number of students enrolled and student allocations are made based on the recommended class sizes. Therefore, depending on the number of enrolments for each year, it is likely there will be a number of composite (split classes).

When form

- independent students
- student maturity and behaviour

- social development
- social network
- previous class placements
- family situations e.g. twins, siblings
- school psychologist recommendations

Final class lists will be ratified by the principal.

PARENT REQUESTS:

- Parents are able to make a class placement request based on educational needs.
- Parents will be notified in the school newsletter to send a written submission with their reasons, addressed to "The Principal" and marked "Confidential"
- All written parent requests that arrive by the due date will be considered on educational merits and in relation to the class structure process outlined above.
- Any late submissions will not be considered.
- The school cannot guarantee that parent requests will be met.

Sorrento Primary School staff are committed to meeting the educational needs of all students. A great deal of thought, planning and time goes into placing students into classes each year.