



CLASS PLACEMENT GUIDELINES

PURPOSE

Mosman Park Primary School creates its class structure based upon the professional judgements of staff, with the aim of providing the best learning environment for each student.

PROCESS

Class structures for the following year are determined by anticipated enrolments and estimated student-centred funding allocations, in accordance with the guidelines for class sizes ([Schools Education Act Employees' General Agreement 2021](#)).

Once class structures have been finalised by administration, generally late Term 4, teachers meet to create class lists of students for the following year. Mosman Park Primary school staff are committed to meeting the educational needs of all students. A great deal of thought, staff collaboration, planning and time goes into placing students. Every effort is made to place each child in a learning environment that is happy, productive and successful.

FACTORS TAKEN INTO CONSIDERATION WHEN ALLOCATING STUDENTS TO CLASSES:

- The educational and emotional needs of each student.
- Gender balance.
- The creation of classes that are balanced with respect to academic performance, social development and behaviour.
- Special circumstances such as siblings or individual family matters.
- A well-considered distribution of students with English as an Additional Language or Dialect (EAL/D).
- Constraints of resources or facilities.
- Positive learning relationships and socially balanced groups.

Proposed class lists are submitted to the principal and administration team for final ratification. Parents of students may be consulted regarding class placement by the administration team if deemed necessary. The principal shall have a final decision on the individual placement of students.

Parents and caregivers will be notified of class placements during the two days before students begin school in Term 1. Once ratified, no changes to classes will be made. The school will work with parents to help them support their child if there are issues with class placements.

Outlined below are some frequently asked questions parents may have about class placement.



FREQUENTLY ASKED QUESTIONS

Why does the school have some split grade classes instead of having all straight year level classes?

Staffing is dependent on the enrolment numbers which can vary between year levels. Therefore, split grade classes are often **necessary** to ensure that we have appropriately sized classes to enable the effective use of funding.

The difference in students' academic ability and maturity can vary by about 5 years across a straight year level class and this is not much different for a split grade class. The added advantage of a split grade class is that students make friendships across grades.

How do you decide which students will be placed in a split grade class?

When forming split grade classes at Mosman Park Primary School, additional factors are considered:

1. The student's capacity to work independently.
2. The student's capacity for collaboration and cooperation.
3. The student's academic ability and learning needs.
4. The social and emotional needs of the student, including friendship groups.
5. If they've been in a split class in the previous year.
6. Consultation with specialist teachers and the student's previous classroom teachers to discuss suitability of potential placement.
7. The balance of the split class with respect to academic performance, social development and behaviour.

Why do we ask parents to leave class placement in the hands of the teaching staff?

As professional educators we strive to make the right choices, taking into account all of the information we have about all students. Parents do know their children best, however teachers have all of the academic and social information about every child and can make sound judgements to meet the needs of every student.

When will I know my child's placement?

Parents of children starting Kindergarten are informed of their child's placement in Term 4 at the orientation morning. Parents of students in Years PP – 6 will be advised of their child's placement in the first two days Term 1 before students return to school. This is primarily because class structures or teacher allocation may need to change for the start of the year if we have increased or decreased enrolments during the holiday period.

Can I request a particular teacher for my child either in writing or through discussion with my child's present teacher?

No, this is not part of the Class Placement Policy.



Can I request my child's placement with another child in the classroom? Or, can I request my child not be placed with another particular child?

While parents may make a request for particular students to stay together, the decision is complex. Several times we have received a request from one family to place particular children together, while the second family requests that these same children be placed in separate classes. Often children placed with best friends will work and play exclusively with each other, and this does not promote the social interaction we try to foster.

Can we assume our second child will get the same teachers?

It is a coincidence if this happens as the school does not use historical records when placing children. New relationships are constructive and help us grow. All children are different and may respond well to a different teacher.

What if my child or I am unhappy with my child's placement?

Changing one student at the request of a parent can mean that many other changes also need to take place to continue to meet the needs of *all* of the other students. Parents need to understand that it is a complex balance that cannot just be solved by moving their child. Many other changes are likely to be needed in addition. Parents can talk to the principal or deputy principal about their concerns. The principal or deputy and the classroom teacher will work with the parent to help students adjust to their new class.

If your child is unhappy with their placement, it is important to speak to them positively and model how to face disappointment now and in their future. Learning how to positively deal with disappointments builds resilience in children.

Class placements are considered final. Changes to placements are not considered due to precedence and the chain reaction that this would create.

Please be assured that all information about children is valued and heard. Teachers work hard to make the transition between years a smooth process for all our students. Parents can help by being as positive and encouraging as possible when communicating with their children about this process.

If you have any further questions on the class placement process, please contact the administration.
MosmanParkPS@education.wa.edu.au

Thank you in advance for your support of this guidelines and our procedures.

Date: _____

Date _____