

# ***RAUMATI BEACH SCHOOL***

3 September 2020

## **STUDENT PLACEMENT INFORMATION FOR 2021 SCHOOL YEAR**

In Term 4 2020, we will begin the yearly process of organising classes and placing students for the 2021 school year. As part of this process, there is an opportunity for parents to comment and/or provide information that is applicable to their child's class placement. **This information must be submitted using the 2021 STUDENT PLACEMENT INFORMATION FORM.** The form can be accessed via the link at: [www.raumatibeach.school](http://www.raumatibeach.school). Please email directly to Julie Morris (DP Student Achievement) at [jmorris@raumatibeach.school.nz](mailto:jmorris@raumatibeach.school.nz) or submit a hardcopy at the office.

To ensure that the information provided is relevant, there are set criteria that govern the information that can be considered. There are also school processes, along with factors such as how classes are organised that need to be taken into consideration.

## **CLASS ORGANISATION**

Our school is organised into 4 teaching teams. While students are in a team, we are able to 'loop' classes. This means that for many students they will stay with the same group of classmates for two years, as they move from one year level to the next. For example, students who are in year 5 will 'loop' through with many of the same group of year 5 classmates to year 6. In most cases they will also have the same teacher. At RBS we recognise the importance of relationships; those between students, and between the student and their teacher. This 'looping' process helps to strengthen these relationships and supports the social and emotional well-being of our students.

## **PROCESS**

1. Staff carefully consider the well-being of students along with any social and/or learning needs.
2. Information provided by parents via the **2021 STUDENT PLACEMENT INFORMATION FORM** is also considered.
3. Draft class lists are compiled. These are reviewed by the senior management team and cross checked against information provided by our Special Education Needs Coordinator (SENCo).
4. The finalised lists are then prepared by the office for distribution to staff. Class placement for 2021 will be communicated via your child's end of year report.

If you have any questions or queries about this **process**, please see your child's current teacher in the first instance. They are able to answer general queries about the process ...they are not able to discuss individual class placements with you or confirm which class your child will be in.

## **TIMELINE FOR SUBMITTING INFORMATION**

Please note the closing date for submitting information regarding your child.

**THURSDAY 3<sup>RD</sup> SEPTEMBER** - Student placement information forms available online.

**THURSDAY 23<sup>RD</sup> OCTOBER**

Closing date for student placement information forms (Information received after this date will not be considered)

**Criteria**

The criteria outlined below should be used when providing information regarding class placements. Please note- we are not able to consider parental requests for their child to be placed with a specific teacher.

**Learning Needs**

If your child has specific learning needs that require further support or extra emphasis please outline what these are and how you believe we may be able to support your child in 2021?

**Social & Emotional Needs**

Are there any social or emotional needs that your child has which we should be aware of? How do these currently affect your child's learning? How can you see next year's placement supporting these needs?

**Physical & Cultural Needs**

Does your child have a physical disability or health need which you feel needs to be considered when placing them in their new class? Does your child have a recognised sporting / cultural ability or talent that we need to be aware of? How could you see next year's placement supporting / extending this?

**Extra-Ordinary Circumstances**

Occasionally there are special reasons or circumstances why a child should or should not be placed in a class. For example – legal reasons. It is important that these are indicated to us so that we can take these into consideration.

Regards,

Julie Morris  
**DEPUTY PRINCIPAL**