

RAUMATI BEACH SCHOOL

29 August 2019

Dear Parents & Guardians,

STUDENT PLACEMENT INFORMATION FOR 2020

In Term 4, we will begin the yearly process of organising classes and placing students for the 2020 school year. As you can appreciate this is a complex business, which takes a considerable amount of time and thought. There are many factors that need to be considered, such as individual learning and emotional needs, along with social groupings. Teachers need to balance individual student needs along with the collective makeup of a class (or classes).

As part of this class organisation 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 2020 STUDENT PLACEMENT INFORMATION FORM.** The form can be accessed via the link at: www.raumatibeach.school. Please email directly to Julie Morris (DP Student Achievement) at 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 that need to be taken into consideration.

Our school is organised into 4 teaching teams. While students are in a team, we are able to 'loop' classes. This means that children can stay with the same group of students for two years as they move from one year to the next. For example, those children in year 3 will 'loop' through with the same group of year 3 classmates to year 4. In most cases they will also have the same teacher. This process supports the social and emotional well-being of our students, allowing our students to focus on their learning.

CLASS ORGANISATION AND STUDENT PLACEMENT

1. Staff carefully consider the well-being of students along with any social and/or learning needs.
2. Information provided by parents via the **2020 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 2020. will be communicated via your child's end of year report.

If you have any questions or queries about the **class organisation process**, please see your child's current teacher in the first instance.

TIMELINE

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

Thursday 29th August : Student placement information forms available online.

Thursday 17th October : Closing date for student placement information forms
(*Information received after this date will not be considered*)

Thursday 21st November : Lists checked and prepared for publication.

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 2020?

SOCIAL AND 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

DP STUDENT ACHIEVEMENT