

CONSIDERATION FOR CLASS PLACEMENT

The Emmons Board of Education places the responsibility for class placement decisions with administration. A professional procedure, described in Procedure 7:30, outlines the process. This process develops balanced class groups that are deemed most effective for instruction. For this reason, requests for changes in placement must be supported by compelling educational rationale that indicates a valid reason for such change.

This form is to be used if a parent is requesting consideration for specific placement of a student in a class. This form should be returned to administration as early as possible, but will not be accepted after summer registration has been completed. Administration will consider this information based upon what is in the best interest of the student, the learning environment, and the class composition. Parents will be informed of the decision regarding their request for a placement, this form will be returned with the class placement indicated. Administration has the delegated authority from the Board of Education, to place students in classes, so the decision rendered here is final.

STUDENT'S NAME _____ GRADE LEVEL PLACEMENT _____
DATE OF BIRTH _____

CONDITIONS TO BE CONSIDERED IN PLACEMENT (Be specific, this should include factors of an educational, social, or emotional benefit to the student. A parent's personal preference or one based upon what has been heard about a particular teacher is not deemed compelling rationale).

PARENT SIGNATURE _____

BELOW THIS LINE FOR OFFICE USE ONLY

DATE FORM RECEIVED BY OFFICE _____

CLASS PLACEMENT _____
ADMINISTRATIVE SIGNATURE _____ DATE _____