

COUNCIL POLICY

DISTRICT: Washington

SCHOOL: North Washington

TITLE

Assignment of Students to Classes and Programs

KRS 160.345(2)(1)3

POLICY STATEMENT:

Purpose:

The *Assignment of Students to Classes and Programs* policy ensures that all students are provided equitable access to all components of the school's curriculum through the class assignment process.

The following guidelines have been set up for placement of students in the classes at North Washington Elementary School:

A selection process will be used in determining the placement of students based on the following guidelines:

1. The children will be placed in classrooms so as to keep the ratio of boys/girls as close as possible.
2. When possible, students who demonstrate difficulty with behavior will be placed so as to have the same number in each class.
3. Special consideration will be given to special needs children, children who are related and others with special considerations when grouping for classes.
4. Numbers of students in each grade will determine whether or not there will be a multi-grade class. If a multi-grade class is necessary, the ratio of each grade level within the multi-grade class will be kept as close to equal as possible. In the event of multi-grade classrooms, the class size will be kept as low as possible. Parents of children placed in multi-grade classrooms will be notified by August 1 when possible.
5. Prior to the placement of students, teachers will be asked if there are any students they feel need to be retained in the current grade for the following year.
6. At the end of the school year, the teachers of each grade will meet together to best determine placement of students.
7. All students will be notified of their homeroom teachers by Open House/Orientation each August.
8. The principal will have the final say on all placements.

Evaluation:

Annually, between March and May, certified staff (i.e., teachers, guidance counselor and

principal) will communicate on the assignment of students. Data from this survey will be presented by the principal to the school council for discussion during the May meeting. Questions on the survey may include, but are not limited to the following: collaboration and team teaching, ratio between boys and girls, class size, and effectiveness of students receiving instruction from multiple teachers.

In May, share with parents/guardians that if they have specific requests regarding their child and their placement for the next school year that it must be communicated by a given deadline (in May). No requests will be accepted after the deadline shared and parents may not request specific homeroom teachers. Additionally, parent requests will be reviewed, but are not guaranteed.

Date Adopted: 8/2001

Most Recent Review/Update: August 2023