

**RSU #63**

- a. NEPN/NSBA Code:** JG
- b. Title:** Student Placement
- c. Author:**
- d. Replaces Policy:**
- e. Date Approved:** 09/26/2022 RSU #63
- f. Previously Approved:** 09/26/2016
- g. Policy Expiration:** Review as Needed
- h. Responsible for Review:** Superintendent & Policy Committee
- i. Date Reviewed:** 09/12/2022 Superintendent  
09/12/2022 Policy Committee
- j. References:**

**k. Narrative:**

- I.** Schools will attempt to honor parental requests for special placement. Such requests are to be written, stating the reason(s) for such placement, and in the potential receiving principal's office by May 1.
- II.** The sending teacher will make any recommendations regarding placement to the appropriate principal.
- III.** Providing there is more than one classroom for the grade in which the student will be placed, students will be distributed by number, gender, and special needs.
- IV.** Final approval for placement rests with the building administrator.