

Optional Class Placement Input Forms - DUE May 31st 2023

OPTIONAL PLACEMENT INPUT FORMS

In May and June of each year, we begin the process of planning for the next school year. Plans are tentative given the ever changing landscape and West Vancouver Schools' commitment to finding spaces for every student needing one. As enrolment can change over the next few months the need for flexibility in our planning is required and although straight grades are likely, there is always the possibility of combined grade classes, if they best meet the needs of the students or address school or district enrollment needs. The process of assigning students to classes will be happening in June but will not be finalized until September.

Our class placement process ensures that thoughtful consideration of each child's social, emotional, and academic needs are aligned with the need to create balanced and effective learning environments. The assignment of students to classes is decided by a team, which includes the School Based Resource Team, a child's current teacher, non-enrolling teachers, support staff and the administrators. This professional team considers each placement carefully as they create classes that include a wide range of students who learn in a variety of ways. In addition to individual circumstances, criteria considered in the placement process include:

1. Workable instructional groups considering:

- the child's academic needs and strengths;
- teaching and learning styles;
- the child's work habits

2. Positive social groups considering:

- placements where a child can work positively and productively with other children in the class;
- peer support or conflicts;
- establishing the presence of positive leaders in each class

3. Balanced classes considering:

- the differentiated needs of students
- social, emotional and academic needs and abilities
- leadership abilities

4. Other Information considered:

- School-Based Resource Team recommendations

If there is information that the principal should be reminded of and should consider when placing your child, parents may wish to complete the Placement Input Form. THIS IS OPTIONAL. Please note that it is not necessary to complete this form, many hours and great care is taken around the placement of every child to honour their individual learning style and create the best learning environment for all children.

Information sheets received after May 31st at 3:00pm will not be considered for student placement for the 2023-2024 school year. Please consider the placement criteria referenced above when describing your child's needs. If you are requesting placements that involve other students (one or two at most) please think carefully before making your request and provide an explanation for that request. Please focus on the needs of your child. The information that you provide will be given to the team of professionals described above, to be used along with the criteria listed above in the placement of your child. Please note that it may not be possible to meet all requests while classes are being determined. Many things are subject to change on a year-to-year basis, including teacher assignments, enrolment and school organization.

Reminder: Please note that no information sheets will be accepted if names of staff members are used in outlining your requests/concerns. Letters containing staff names will not be used in the class building process. Our goal is to meet the needs of all students at West Bay in order to maximize their growth as learners. We appreciate your support in this complex multi-level process of arranging educationally sound and balanced classes.

Please complete this form if you would like to complete a placement form for your child and email it to Michelle LaBounty at mlabounty@wvschools.ca.

PARENT INPUT INTO THE PLACEMENT PROCESS AT WEST BAY ELEMENTARY

Child’s Name: _____

Current Grade: _____

Please comment on, and rank in order, the following criteria with **1.** being the **most** important to you and **4.** being the **least** important. This information will be given to the staff as one of the criteria to use and consider when deciding on your child’s placement for the 2023-2024 school year.

Rank	Issue	Comment
<input type="checkbox"/>	Instructional Criteria and/or Learning Style	_____ Significant Friendships: _____ Peer Conflicts: _____ Other: _____
<input type="checkbox"/>	Social/emotional concerns that impact learning	_____ _____
<input type="checkbox"/>	Learning environment	_____ _____
<input type="checkbox"/>	Other	_____ _____

Completed By: (Please print) _____ Phone No: _____

*** Please Note:** Requests for a particular teacher for next year will be not considered.
Requests submitted after May 31st 2023 will not be considered