



## **Jacksonville Country Day School Policy on Class Placement**

Jacksonville Country Day School has an established policy on classroom placement. Each child is placed according to her/his individual needs; and the grade level as a whole. Therefore, the following is our placement policy:

### Grades PJK, JK and K

1. Gayle Wilson, Director of Preprimary Education and Pat Walker, Admissions Director will make decisions for placement. Teacher input from the previous grade will be considered when placing students.
2. Parent requests for classroom teachers or placement with friends will not be considered.
3. Younger siblings will not automatically be placed in the same classroom as an older sibling.
4. The classes will be mixed each year so you should not expect a class to move up as a group.
5. If your child has developmental, emotional, or academic needs you feel need to be addressed by class placement, please put it in writing to Gayle Wilson by the end of June 2011.
6. Class lists will be emailed the week prior to the opening of school in August. Placement decisions will not be released prior to that time.

### Grades 1 – 6

1. The following areas will be taken into consideration when making class placement, but the first three will have priority:
  - A. Academic ability level (as assessed by teacher observation, class performance, and testing)
  - B. Social ability and needs
  - C. Conduct
  - D. Friendships – at the end of the current school year students will list at least three students that they would like to be placed with next school year. If all other considerations are balanced, then students will be placed with at least one of the chosen students, but not necessarily the first choice. Particular academic requests made by parents may negate the placement of a child with his/her friends.
  - E. Children from the same geographical area will not automatically be placed together, but upon request will be considered for carpools, van transportation, etc.
2. Classroom teachers and Louise Morrow, Head of the Elementary Division, will make placement decisions.
3. Parent requests for classroom teachers will not be considered.
4. Class lists will be emailed the week prior to the opening of school in August. Placement decisions will not be released prior to that time.
5. Younger siblings will not automatically be placed with the same homeroom teacher that their older sibling had. See # 3 above.
6. Classes are mixed each year so you should not expect a class to move as a group. See #4 above.
7. If your child has academic, developmental, or emotional needs you feel need to be addressed specifically by class placement, please put it in writing to Louise Morrow by the end of July 2011.