

Skyland Elementary School Student Placement/Teacher Request Policy

As we begin to plan for the 2021-22 school year, we would like to remind you of the student placement policy that is used when creating class rosters. Parents have the opportunity to provide information regarding their child and any special circumstances that will assist us in creating classes for next school year. We ask that you carefully read this information and make note of the deadline for submitting the letter, if you choose to do so. Only letters that have followed the guidelines below will be considered.

Student placement letters are neither encouraged nor discouraged, but provide parents and guardians a means of expressing special circumstances that might need to be considered. Student placement is taken very seriously and is completed by grade level teachers according to a process involving a great deal of time and careful thought concerning the best academic, social, and emotional needs of each individual child. In order to create balanced classrooms of students, the following factors are considered by our teachers when creating the rosters: gender, ethnicity, ability levels, student needs, behavior, and special programming needs. Please note that the final decision on all student placement rests with Skyland administration.

ACCEPTABLE STUDENT PLACEMENT PARENT LETTERS MAY INCLUDE:

- Issues relating to learning disabilities (testing from a psychologist and/or doctor diagnosis required and test results on file in the student's permanent record).
- Issues relating to medical need or physical impairment (Documentation required in the health room records).
- Emotional issues which ***dramatically*** impact the learning environment.
- Request for a particular teaching style that would best match your child's learning style.
- Parents of multiples (twins, triplets, etc.) or siblings in the same grade level may submit requests to have their children together in the same class or separated (in Kindergarten only).

LETTERS WHICH WILL NOT BE CONSIDERED:

(Letters will be discarded)

- Requesting or "unrequesting" a teacher by name.
- Requesting that two students be placed in the same class or separated unless there is a documented, valid reason for special consideration.
- Requesting an "experienced" teacher or "first year teacher" as all of our teachers are highly qualified at Skyland Elementary School.
- Requesting a specific teacher based on previous experience with a sibling or family member.

Deadline for all student placement letters from parents/guardians is 4:00 pm on March 26, 2021. Please do not send letters via email or with students in classroom folders. Letters must be delivered by parents/guardians to the front office to avoid any misplacement of the letters and for confidentiality purposes.