

Red River Valley School Division
ADMINISTRATIVE PROCEDURE F12 - STUDENT PLACEMENT



The Red River Valley School Division Board of Trustees expects students will be assigned to a grade in a manner which best addresses their academic, emotional, social and physical growth.

The placement of pupils is the responsibility of the principal. The teachers act as advisors to the principal in matters of pupil retention. Parent/legal guardians will play an important role in the process and will be consulted as part of the team.

The school division addresses the diversity of its student population through a continuum of instructional supports extending from placement in regular class with no need for adaptations to education provided in highly specialized settings. Placement of students must be based on all the factors influencing the student's progress such as academic, social, emotional and physical growth.

The education of students with *special needs* will be provided in the most enabling environment available or possible under the circumstances and within the availability of resources. The principles of placement with peers in the most enabling environment and program appropriateness are considered in making placement decisions. Placement decisions for a student with special needs shall be made in consultation with the parents/legal guardians and the school division team.

Red River Valley School Division supports the premise that program enrichment/modification is the best way to accommodate children with unique abilities.

Procedure for grade acceleration for K to 8 students

1. *Identification* – Students may be recommended for grade acceleration by: teacher, parents/legal guardian and/or principal.
2. *Timeline* – Consideration for grade acceleration should be initiated early in the school year.
3. *Action* - Acceleration will not be considered unless enrichment programming is in place and emotional, social, and physical growth have been considered.
4. *Decision* – In a case where the acceleration of a student is being considered, a final recommendation by the principal for the placement of a student shall be made in writing to the parent/legal guardian.

Cross Reference:

Adoption Date: December 12, 2007

Amendment Date: February 12, 2018

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Procedure for grade retention for K to 8 students

1. *Identification* – Students may be recommended for grade retention by: teacher, parents/legal guardian and/or principal.
2. *Timeline* – Consideration for grade retention should be initiated by the first reporting period.
3. *Action* - Retention will not be considered unless an individual student plan developed by the school team is implemented.
4. *Confirmation* – Once a student has been identified as a potential candidate for retention (with the support of parents/legal guardian), the Student Services Administrator is to be contacted for consultation.
5. *Decision* – In a case where the retention of a student is being considered, a final recommendation by the principal for the placement of a student shall be made in writing to the parent/legal guardian.

Procedure for placement of students new to a school

When a new student enrolls in a school, the previous school's documentation regarding placement of the student will be adhered to by the receiving school.

When a new student from a home schooling program enrolls in a school, the student will be placed in the age appropriate grade.

Definitions:

Promotion is the term used to describe the movement of a student from one grade to the next.

Placement is the movement of the student to the next grade with a specific program which has been recommended by the school principal based on the assessment and evaluation.

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