

## **DMCS Student Placement/Teacher Request Protocol**

As we begin to plan for the 2018-2019 school year, we would like to make you aware of our student placement protocol for forming classes. As part of this process, parents have an opportunity to provide information regarding their child and any special circumstance that might need to be considered. We ask that you carefully read this information and make a note of the deadline for submitting a letter, if you choose to do so.

Student placement letters are neither encouraged nor discouraged but provide parents a means of expressing special circumstances, such as educational or behavioral needs, that might need to be considered. Student placement is taken seriously and is initiated according to a process involving time and careful thought concerning the best interest of every child in each classroom. Classrooms are heterogeneously grouped to mirror our society. The climate or learning environment of the class is an important element for student success. Factors to be considered by the teachers as classes are formed include, but are not limited to, individual students' strengths, challenges, work habits, conduct, gender, ethnicity, ability levels, behavior concerns, and special program needs. Our intention is to form well-balanced learning communities where all children will succeed.

We understand how precious your children are to you, and we, too, have the best interests of each student of Divine Mercy at heart. We do value your thoughts. In an effort to be fair and consistent, we would recommend that if you feel there are certain new facts we need to know about your child, please send a letter describing such needs. If, for example, your child has specific educational or behavioral needs, describe them for us. Please understand that this information will be one of the factors considered as we combine students and teachers in ways that will best assure all a successful and enjoyable 2018-2019 school year. All letters will be shared with your child's teacher next school year so he/she can better support your child's educational needs.

Please note that the final decision on all student placements rests with the administration. In order for letters to be considered, please submit to Mrs. Ashley by May 4, 2018. Parents and students will be notified in August about class placement.

We appreciate the trust you have placed in us with the education of your child. We will work diligently to assure that your child will experience the best learning environment possible.