



Student Placement

Background

KTCEA strives to place all students in the environment that best meets their needs and the needs of the other students in KTCEA.

Guidelines

#	Procedures	Roles and Responsibilities
1	The Principal determines the placement of students in grades, courses and classes.	Principal
2	The Principal determines the promotion of students from one grade or course to another.	Principal
3	The placement of any student shall be determined after careful consideration of many factors, including the following: 3.1 academic achievement and skill; 3.2 age; 3.3 social adjustment; 3.4 health and cognitive ability.	Principal Teacher
4	Placements in a regular classroom with the same-age peers is usually the most appropriate. Care must be taken to ensure that students do not differ significantly in age from their classmates. Students may spend no more than two years in one grade and no more than four years in one divisional level.	Principal Teacher
5	Parents shall be consulted as early as possible in the school year if any placement, other than the usual placement, is being considered. There must be ongoing consultation between the school and the parents.	Principal Parents Teachers Student Services
6	Parents shall be informed of their right to appeal decisions regarding the placement or promotion of students.	Principal Parents

Definitions:

Not Applicable

Reference:

Policy 7

Procedure Amendments and Updates

The responsibility for updating and amending this procedure rests with the Superintendent's Office.