



STUDENT ACHIEVEMENT GUIDELINES

1.01 Student Placement

- 1 The school will ensure that students are placed in a class or grouping that provides full opportunity for successful learning.
- 2 The placement of students into class groups is the professional responsibility of the principal and staff, the final decision resting with the principal.
- 3 The principal and staff are bound by charter goals and objectives in ensuring that all students receive equal opportunity in their education.
- 4 The school Promotion Guidelines guide the placement of students into class groups during the first three years of schooling.
- 5 New Entrant class organisation will be discussed by management staff and New Entrant teachers. The final decision will rest with the Principal.
 - 5a Decisions about the allocation of NE students to classrooms will be made each year, based on:
 - the range of abilities of New Entrants
 - when they start school
 - the level of support available for children with special needs, (eg, behaviour/social/physical);
 - pre school recommendations
 - friendship patterns
 - the numbers of New Entrants during the year;
 - the social and gender mix;
 - teacher considerations;
 - additional information from parents
 - 5b Possible organisation of New Entrant classes :
 - One NE class; movement of children during the year as numbers dictate.
 - One NE class until full. Second/third/fourth NE class during year.
 - Two parallel NE classes. Third/fourth NE classes during year, if needed.
 - Two parallel NE classes. Movement of some children from both classes into 2 new Y1 classes.
 - Three/Four parallel NE classes.
 - The annual organisation will be decided by the Principal in conjunction with the DP, AP and Junior Syndicate Leader
- 6 Student placement will occur from September to December in the manner listed –
 - School organisation is drafted and published. Further parent information to assist with placement invited. Returned to Principal to consider and pass on to Syndicate Leaders. Teachers prepare comments/recommendations on class lists, covering social, academic, emotional and physical aspects, and current reading and maths levels.
 - Teachers meet as syndicates to draft class lists.
 - Syndicate leaders prepare class lists for discussion with previous teacher and Principal
 - Principal may make changes to these lists as deemed necessary.
 - Students visit their new class in the last week of the year, prior to reports being sent home.
 - Class placements are noted on End of Year Reports.
- 7 Parents are to be consulted if there is any doubt regarding promotion or placement of students in the Years 1-3 area, born in March – June.
- 8 Retention of students at the same class level will only occur after the closest consideration and in consultation with parents; and with the Ministry of Education when appropriate. [Note : students must be in secondary school in the year following their 14th birthday.]

1.02 Student Promotion

- 1 As a general rule each student will progress through the school with children of similar age.
- 2 Allowing for flexibility, a decision on promotion will be restricted to children whose birthdays occur in or before the month of May.
- 3 Children should remain in Years 1 to 3 no longer than three years six months and no less than two years six months before promotion to Year 4.
- 4 The decision to promote or retain will be taken
 - once information has been assembled from all staff involved with the child about the child's work and personal development;
 - following consultation and agreement between staff, principal, and parents; and related services when required.
- 5 The decision will be made on factors such as:-
 - the varying needs of the child (paramount);
 - the viewpoints of parents and staff;
 - future strategies for that child's development.
- 6 Changes in classification of children may also be considered where necessary from Year 2 to Year 6.
- 7 Promotional patterns should not be used to solve learning outcomes as children's learning needs should be catered for within their age group class.
- 8 The ultimate responsibility for classifying children lies with the Principal.

1.03 Treaty of Waitangi

- 1 The Treaty of Waitangi is the founding document of New Zealand which provides a framework for Partnership today and in the future. Nayland Primary School accepts its responsibility for recognising the intent of the Treaty.
- 2 Curriculum planning will ensure Maori perspectives are included in content, delivery and assessment.
- 3 Opportunities will be provided for students to learn Tikanga Maori.
- 4 Appropriate Maori customs will be incorporated into school activities.
- 5 A Kapa Haka group will be an integral part of school life.