

Class Structure Processes for 2022

9 September 2021

Dear Year 3-Year 5 Parents and Carers,

We are currently considering class structure processes for 2022 and seeking family support to guide us in this process.

We are requesting that families have a discussion with their child/children to generate a list of peers (maximum 5) that reflect the needs and wants of each child to inform class placement. If you are leaving Harrison School and transferring to another school, please advise the Front Office ASAP and complete [a leavers form](#). This can be returned to the school via email; info@harrison.act.edu.au.

Please inform your class teacher of the peer selection by email. You will not be required to complete and return this form for your child if they are not attending Harrison School in 2022. If you are unsure at this stage, please complete and return this form.

Please understand that the best placements for learning may differ from social connections that students have within and beyond their classrooms. Please also understand that teachers are not able to share personal information with families about other students in the class including names and year levels. Encourage your child to select from peers of their year level if they are aware of them.

We appreciate that students may only know first names and that parents may be unsure of the correct spellings of some tricky names. Please attempt what you can. Teachers will contact families if further clarification is sought, or discussion of peer selection is required. Students can nominate peers from other classes in their year group to add to their lists; we encourage this. If your child generates less than 5 names, return the form to your homeroom teacher with what you have.

Teachers aim to place children with at least 1 nominated peer from the list. The names are not placed in order of priority; all are considered as options for class placement.

The class placement process in a large school is an onerous task with many considered complexities.

Please understand that we do not accept requests for specific teachers. We do appreciate you informing us of the teaching qualities that align to the needs of your child and where possible, we aim to accommodate.

If you need to communicate sensitive information regarding class placement, please email team leaders; Julie Pickering Year 3/4 or Michelle O'Brien Year 5/6 or the Deputy Principal, Heather Hill.

Please return this information to your classroom teacher by the end of this term via email. In the absence of this information, the classroom teacher will use professional judgement to place each child in a prospective class for 2022, based on knowledge of their learning needs and school-based friendships.

Please contact your child's classroom teacher if you have any further questions.

With thanks for your cooperation,

The 3 - 6 team

Information that we are asking to be returned to your child's classroom teacher via email by COB Friday 17 September:

Student Name:	Current Grade:	Current Teacher/s:
Peer nominations for class placement 2022.	Additional parent information to inform placement for 2022	
1.		
2.		
3.		
4.		
5.		