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| <b>POLICY NUMBER AND NAME:</b><br><b>04.01.01 PLACEMENT – VERSION 2.0</b> | RESPONSIBILITY                         | BOARD | SUPERINTENDENT | SLT |
|                                                                           |                                        | IN    | I              | D   |
| SECTION: 04 – STUDENT ENROLLMENT AND EDUCATION                            | LAST REVISION DATE: SEPTEMBER 26, 2016 |       |                |     |
| ADOPTED: NOVEMBER 26, 2012                                                | REVIEW FREQUENCY: EVERY 4 YEARS        |       |                |     |

## PREAMBLE

Placement refers to the grade in which a student is enrolled based on the premise that they were 5 years old on or before December 31st, the year they entered Kindergarten. Requests for exceptions to student placement may occur from time to time. If a request for a change in student placement is made, parent perspective will be taken into consideration but the final decision rests with the teachers and administrators of RCS.

| REVIEW HISTORY |         |         |
|----------------|---------|---------|
| DATE           | VERSION | CHANGES |
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**1. ENTRY INTO KINDERGARTEN**

A child may enter Kindergarten in September if they turn 5 years old before December 31<sup>st</sup> of that year.

**2. TRANSFER FROM ANOTHER SCHOOL**

A student transferring from another school will be placed in the grade their previous school recommended. This recommendation should consider their age and their level.

- a. If a placement issue is raised by a parent or RCS employee, further assessment may be completed to ensure that the proposed change is appropriate and in the student's best interests.

**3. MOVEMENT WITHIN RCS**

- a. A student will progress from one grade to the next after satisfactorily meeting the objectives and learning outcomes for each grade.
- b. A teacher, in consultation with the campus Principal and in partnership with the parents, may recommend that a student be held retained or accelerated.
  - i. An Individual Education Plan (IEP) may be created to support this decision.