



GEORGETOWN ELEMENTARY

Dear Parents,

In a few weeks, the Georgetown staff will meet to create class lists for the next school year. We plan to thoughtfully and carefully place students using current teacher and parent input. In order to do this, we will follow the procedures and criteria outlined below.

**The process will proceed as follows:**

1. Each parent will complete a "My Child's Profile Form" (attached)
2. Each teacher will complete a "Student Placement Form" (for all current students in his/her classroom).
3. These two forms will be matched. I will meet with classroom teachers to build class lists. This is a process that takes approximately four weeks. Once this is accomplished, class lists will be finalized for posting in June (at the close of this school year).

**Criteria for building class lists:**

1. Learning style of student compared to teaching style of teachers.
2. Academic achievement: We strive to balance classrooms with a range of learning levels.
3. Relationships with other students: If there are students who do not work well together due to personality conflicts and/or behavioral issues we will look at the benefit of separating these students.
4. Special needs: Speech, reading, resource support, health related issues.
5. Behavioral/emotional characteristics and management style of each classroom teacher.
6. The personality characteristics of the student compared to that of the teacher.
7. Boy/girl ratio.

Based on the list above, it is important to note that current teacher and parent input is critical. If you feel that you need to speak with me regarding specific concerns, hopes or wishes you have regarding your child's placement for next year, do not hesitate to call or email.

Sincerely,

Theresa Reagan, Principal  
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<http://georgetown.edublogs.org/>

# My Child's Learning and Interest Profile

*\*Helpful information for class placement*

Child's Name:		Boy:
Current Teacher:	Grade in the fall:	Girl:
Name of parent completing form:		

The most important thing to my child is: (passion, interest)

My child is most sensitive about:

My child has strengths and talents in:

My child's hobbies include:

My child's personal qualities include:

Health and safety concerns for my child are:

Issues that could affect attendance and learning are:

The most important thing to know about my child is:

Other important things I want you to know about my child are:

*Please complete this form and return it to school by **APRIL 24, 2009.***