

### GRADE PLACEMENT: KINDERGARTEN TO GRADE 7

#### Background

The District supports educational practices that are guided by the Principles of Learning as defined by the Ministry of Education:

- learning occurs in varying ways and at different rates;
- learning is both an individual and social process, and
- learning requires the active participation of the learner.

The placement of a child in an educational program is the responsibility of the Principal (School Regulation B.C. Reg. 265/89). When deciding on the appropriate educational placement for children in the elementary years (K-7), principals normally place students in age-appropriate classes. In the very rare occasion where retention (holding back a grade) or acceleration (skipping a grade) is considered, the Director of Instruction, Student Services will lead a thoughtful, collaborative process which includes the Principal, parents and appropriate school staff.

In addition, where retention or acceleration is not the outcome of such a rare consideration, the placement shall be in an age-appropriate class with interventions, where the interventions are clear to the parents of the child and to the teachers who are responsible for educating the child. As with the collaboration on retention or acceleration, the interventions are to emerge from group consultations.

#### Procedures

1. When the very rare circumstance occurs that it may be in the best educational interest of the child to consider retention or acceleration, then this decision will be made by the Director of Inclusive Education in collaboration with the Principal, parents and appropriate school staff as needed.
2. The process shall be documented, with a record of the meetings and process retained in the student's file with a copy to the Director of Inclusive Education. Parents shall receive a copy of the notes if requested.
3. Consistent with the background statement, if there is a decision to promote a student with support for their learning, then such supports shall be documented and parents shall receive a copy of the proposed supports of learning. These supports could be part of a child's formal individual education plan or a school-based learning plan.
4. If a parent believes that a child is placed in an inappropriate grade and that this placement significantly affects the health, education, or safety of a child, then there is an appeal process through Board Policy 13 – Appeals Bylaw.

5. Every reasonable effort will be made at the school level to reconcile a parent's concerns with placement if there is a concern about the level of support put in place or the grade placement of the child.

Reference: Sections 17, 20, 22, 65, 79, 85, School Act  
School Regulation 265/89  
Permanent Student Record Order MO82/09  
Required Areas of Study Order MO 295/95  
Student Learning Assessment Order M60/94  
Student Progress Report Order MO191/94  
K-12 Education Plan and Guidelines for Student Reporting

Adopted: June, 2018

Revised: June 25, 2019, September 2022