



K-12 PLACEMENT OF STUDENTS AT MATTAWAN CONSOLIDATED SCHOOL

Mattawan Consolidated School Administrative Guideline 5410A
K – 12 Placement of Students, states:

“It is the goal of Mattawan Consolidated School to provide each student with the right to intellect in a nurturing environment. Considerations in the placement of students for learning include:

- The learning style of the student
- The instructional environment provided by the teacher
- Academic achievement
- Social skills and behavior
- Work habits
- Relationships with other students
- Gender balance
- Special programming needs
- Speech and language development
- Health concerns
- Perspective from parent/guardian

Student placement procedures include information from classroom teachers, school intervention specialists, speech therapists, administrators, and other school personnel.

Parents/guardians wishing to provide observations regarding their child’s academic behavior and/or social needs as part of the scheduling process are invited to complete the Student Placement Parent/Guardian Information Form available at each building.

If questions arise while completing the Student Placement Parent Information Form, parents/guardians are invited to contact an administrator at the applicable building.

School district personnel appreciate the fact that parents/guardians care a great deal about the placement of children. A sincere attempt will be made to work closely with parents/guardians to provide a rigorous academic program in a nurturing environment for all children.”

Please turn over for the Student Placement Parent/Guardian Information Form

MATTAWAN CONSOLIDATED SCHOOL

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STUDENT PLACEMENT
Parent/Guardian Information Form

Student Name: _____

Grade This Year: _____

Date of Birth: _____

Grade Next Year: _____

Dear Parent/Guardian:
Please note in the placement criteria provided in Administrative Guidelines 5410A (reverse side of this sheet), we consider parent perspective regarding unique characteristics of the child from a parent point of view during assignment and scheduling of students. We want to accommodate input from parents while also assuring that the eleven points listed in the Administrative Guidelines are fairly applied. Our design-making process in placement of students must be true to all eleven points listed. We ask that you do not request a specific teacher. Rather, please list your parent observations and thoughts about placement of your child without using teacher names.

Please submit this form to a building administrator in your child's building. Early Elementary School and Later Elementary School forms should be returned by the end of May. Middle School and High School forms should be returned by the beginning of May.

We appreciate your cooperation.

Considerations Identified by Parent/Guardian

Unique Needs: I would appreciate the following unique needs of my child considered as placement is planned for next year:

Learning Environment: I am requesting this kind of learning environment because of the following characteristics of my child:

Additional Information: I would also like the following additional information considered:

Parent/Guardian Acknowledgement:
I understand that the school will consider the information I have provided above, as well as other factors listed in Administrative Guidelines 5410A when next year's placements are made for my daughter/son.

Parent/Guardian Signature: _____ Date: ____ / ____ / ____

Please turn over for a copy of Administrative Guideline 5410A, K – 12 Placement of Students.