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HAZELWOOD ELEMENTARY

TO: HES Parents

FROM: Nathan T. Trantham

DATE: May 9, 2023

SUBJECT: 23-24 Placement Requests

The process of placing students in classes for a school year is one of the first and most important steps we will take in setting up our students and staff for a successful school year. During this process, we must consider a number of complex factors. Our goal is to create a semi-equal distribution of students by gender, achievement levels, and behavioral concerns. We must also consider the placement of English language learners, academically gifted students, and students with special learning needs. Balancing all of these factors in a single grade level can be challenging at best and impossible at worst. We also consider personality conflicts and students who need to be separated from their peers. We will do our best to place your child in a class that meets his/her learning needs while also allowing us to maintain balanced classrooms. While we will accept specific classroom requests, there is no guarantee all of these can be met. It is crucial that you complete the following form in its entirety. This will give us the best opportunity to place your child in a learning environment that meets his/her needs. For us to make sound decisions about student placements, we must receive your parent requests by June 2nd, 2023. Please complete the attached document and return it to the school office before the end of June.

Sincerely,



Nathan T. Trantham
Principal

Hazelwood Elementary School Placement Request

Please return to the school office when completed.

Child's Name: _____

Grade for 23-24: _____

Parent Completing the Form: _____

-Tell us about your child's strengths, both academic and social:

-Tell us about your concerns for your child. Please include any special needs or personality traits that may need extra attention.

-Describe the environment where your child learns best.

-What other information do we need to know to make the best decision about your child's placement?

Signature _____