



St Paul's Catholic Primary School

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Challenging and encouraging all to reach their full potential

19 September 2025

Dear Parents/Carers,

As we approach the end of the school year, things are moving quickly at our school. With many deadlines to meet and preparations for 2026 already underway, our focus remains firmly on supporting student learning and wellbeing.

One important process is teachers preparing class placements for next year. This is a complex task that requires careful consideration and a clear, consistent process to ensure the best outcomes for all students.

Class placements are best determined by your child's current teachers, who know them best in the school setting.

There is a clear process that needs to happen to ensure we are faithful to the outcome. I need to ensure there is an element of balance when it comes to requests concerning class placements for next year. In the past, my experience has been that in a number of these requests, quite often the students were fine, had patched up their differences and moved on, but obviously the parents had not. "My child needs to be with their best friend" is also **not** a reasonable request. I also had a number of requests about not having a job share arrangement for their child. In most grades, there will always be a job share arrangement due to Executive Teachers being released to fulfill their leadership requirements. Quite often, this is supporting other students or teachers in another class. This is how the capacity of the teachers is enhanced and also how we target the needs of a specific student or group of students. In addition to this, a teacher returning from maternity leave in any workplace has the right to return to a part time position. This is the way of the world and I am sure many parents have exercised their right to return to work part time after the birth of their child.

I hope this makes it clearer for parents and enables you to establish whether your request will be reasonable. When I am overwhelmed with requests concerning friendship groups or job share situations, it eliminates the right to consider the better good of all students. It also creates a domino effect when setting class placements for next year, where, when you move a particular child, it then creates another problem between additional students. Our main goal is to have a balance in gender and ability in all classes.

In light of the above, the following protocols **MUST** be adhered to when making a request for class placements in 2026:

ALL REQUESTS MUST BE IN WRITING NO LATER THAN **WEDNESDAY, 15 OCTOBER 2025** AFTER THIS DATE, CLASSES WILL BE FINALISED AND NO FURTHER REQUEST CONSIDERED.

- **All requests must be in writing** and if reasonable, parents will be sent a form to complete, followed up with an appointment with the Principal. This gives time to discuss requests with class teachers. Asking the class teacher to follow up a request will not be accepted.
- We ask that you do not request your child be in a particular class because of friendships. Children need to build resilience and a way to do this is by building new friendships. In addition, class teachers after a year with your child would be fully across such matters.

- Ultimately, the decision concerning class placements must rest with the Principal and class teachers as we know your child in the school setting which is often very different to the home setting.
- **PLEASE NOTE THERE WILL BE NO CHANGE AFTER PROMOTIONS DAY**

Kind regards,

A handwritten signature in black ink, appearing to read 'M. Reardon'.

Michael Reardon
Principal