

Coomera Springs State School Repeat Guidelines

INTRODUCTION:

Education Queensland supports age appropriate placement of students. Exceptions should only be made in exceptional circumstances and only after a systematic consideration of a range of factors.

The Principal authorises repeat students, but should consult a variety of personnel during the decision making process.

A student is entitled to 24 semesters of state education. A maximum of 4 extra semesters may be granted by the Principal. Appeals against the Principal's decision can be made to District Office.

The educational (includes academic, social, emotional, behaviour, physical) needs of the students must remain as the highest priority at all time.

All decisions made must be fully documented. All repeat requests will include a Learning Support and/or Guidance Officer Report.

Dual placements (part-time Prep and Year 1) are not a preferred option.

PROCESS:

The decision to initiate discussions with parents regarding repetition rests with the Principal of the school. It would follow a series of classroom strategies to provide extra support for the student and to give information to the parents. There will also be evidence of the student's progress, together with details of any intervention strategies used to date.

In some cases the request to provide extended services may come from the family of a student or from agencies providing services for young children with special needs. The Principal of the school would involve staff as well as other relevant professionals as judged appropriate by the Principal in discussions with the family. Again there would be an expectation that the student's needs and intervention history would be documented and available to the decision making group.

SUGGESTED SEQUENCE AND TIMELINE FOR PROCESS

Suggested sequence	Timeline (Prep)	Timeline (Year 1-3)	Timeline (Year 4-7)
<ul style="list-style-type: none">• Identification of student's special needs.• Teacher develops programme response.• Consultation with school-based personnel (Admin, STLD).• Maintenance of records of student progress.	First half of year	Term 1	Ongoing
<ul style="list-style-type: none">• Consultation with family.• Consultation with other specialist/support staff as appropriate (GO, TAEA).• Individualised programme development for child.	During Term 3	Term 1 / 2 / 3	
<ul style="list-style-type: none">• Consultation with child's family re learning needs and options for following year.• School-based decision to offer extended service for child.	During Term 4	During Term 4	

Review:

A review needs to take place within 6 weeks of the following year to ensure that the decision made is appropriate to the students needs.

Factors to Consider:

The following checklist identifies the variables, which should be considered before repeating a student.

Coomera Springs State School Repeat / Promote Checklist

Student: _____ DOB: _____ Year Level: _____ Date: _____

VARIABLES	COMMENT
<p>Student Factors</p> <p>Nature of concerns:</p> <ul style="list-style-type: none"> • Learning / Intellectual • Behaviour • Medical • Social / Emotional / Self-concept • Hearing / Vision • Physical <p>Ability to function independently:</p> <p>Physical Size (small, medium, large):</p> <p>ESL:</p> <p>Grade placement:</p> <ul style="list-style-type: none"> • Up to Year 2 • Year 3 • Beyond Year 3 <p>Chronological Age:</p> <ul style="list-style-type: none"> • At grade level or below • Above grade level <p>Previous retentions:</p> <p>Sex:</p> <p>Social justice target group:</p> <p>Absenteeism / Attendance Record:</p> <p>Peer pressure:</p> <p>Students attitude to possible repeat:</p> <p>Family Factors</p> <p>Geographical moves (mobility):</p> <p>Foreign language / Refugee (ESL):</p> <p>Attitude towards retention:</p> <ul style="list-style-type: none"> • Personal history • Cultural • Social <p>Parent request:</p> <p>Age of siblings and sibling pressure:</p> <p>Involvement of family physical / specialists:</p> <p>School Factors</p> <p>Specialist support staff attitude / recommendation:</p> <p>Principal's recommendation:</p> <p>Teacher's recommendation:</p> <p>Availability of specialist services:</p> <ul style="list-style-type: none"> • If promote: • If repeat: <p>Availability of other programme options:</p>	

Specialist Decision: Repeat ☐
Promote ☐ Comments: _____

Review Group: _____

Principal: _____ Decision: Repeat ☐
Promote ☐ Date: _____

Comment: _____

Parent(s): _____ Date: _____