



AP 361 – STUDENT PROGRESS AND PLACEMENT

BACKGROUND

Saskatoon Public Schools is committed to the concept of continuous progress whereby students are able to proceed through the provincial curriculum in relation to their capabilities and potentials.

PROCEDURES

1. Decisions on progress and placement of students shall be the responsibility of the Principal and may be made at any time during the school year.
2. The Principal shall arrange for consultation with students, teachers and parents regarding student progress and placement, with decisions to be based on factors such as: achievement of curricular outcomes evidences through a variety of assessment strategies and other sources that the Principal deems useful.
3. While communication between the home and the school is an ongoing process, the Principal shall ensure that formal reports are made to parents/guardians as follows:
 - 3.1. Elementary schools:
 - 3.1.1. Shall facilitate three reporting periods during the school year;
 - 3.1.2. All components of the Student Progress Report used to communicate with parents are to be approved at the Division level.
 - 3.1.3. Guidance in the completion of all components of the Student Progress Report are to be taken from Division documents.
 - 3.2. Secondary schools:
 - 3.2.1. Shall facilitate reporting periods during the school year as determined by the Director or designate.
 - 3.2.2. Progress is recorded and communicated based on student achievement of curricular outcomes in a particular subject.
 - 3.2.3. All components of the Student Report Card used to communicate student achievement of curricular outcomes with parents are to be approved at the Division level.
 - 3.2.4. Principals shall regularly inform The Ministry of Education of the standings obtained by each student in Grades 10-12.
4. Generally, acceleration and deceleration are not encouraged. However, particular personal program plans may recommend one of three placement options. Students shall neither be accelerated nor decelerated for one complete year in elementary grades (K-8) without consulting the school's Superintendent of Education. The Principal shall contact parents to discuss the acceleration or deceleration of students.
5. Each teacher shall report regularly under the direction of the Principal, and in accordance with pertinent guidelines, to the parent or guardian of each student with respect to progress or any circumstances or conditions which may be of mutual interest.



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6. Each teacher shall promote students in their work in accordance with the promotion policies of the school and under the general supervision of the Principal.
7. Each teacher shall plan the learning activities of the class with due regard for the individual differences and needs of the students.
8. Grade 10 to Grade 12 students who last attended school outside Saskatchewan may be required, prior to placement, to have their previous schooling evaluated by the Associate Director, Assessment and Evaluation Branch, Ministry of Education, Regina.

Reference: Section 168, 169, 170, 175(k)(l), 231(g)(p), Education Act
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