



## ***Adeline C. Marston School***

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**Mr. Nathan Saddler**  
Principal

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Assistant Principal

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### **Placement Procedures for 2023-2024**

Dear Parents and Guardians:

It's the beginning of the third trimester and we are starting to plan for next year's students' placements. It is our goal to make the best possible placement decisions for all of our students. We strive to create class lists of heterogeneous and balanced groups of students.

The major factors that we consider when grouping students are: students' academic achievements; students' social, emotional and behavioral needs; students' work and study habits; and students' positive peer relationships. Once potential groupings are developed, a teacher is assigned to each group. Then, each class is re-evaluated with the teacher, in consideration to student and learning styles.

Placement at Marston School is an extremely thoughtful process. Often parents have preferences for certain teachers. We do not place children in classes on the basis of the parent's preference for a teacher or for social factors such as friendships in a former classroom. Children are adaptable and most often make friends wherever they are placed. We group students to best meet their instructional needs and to place students in a class based on other factors would defeat this purpose. Please know we cannot honor requests for specific teachers.

Placement is a complicated process. We do it thoroughly and thoughtfully by looking at each of our students' needs. Our decisions involve all aspects of your child's academic experiences. If you have any concerns or extreme circumstances that we may not be aware of that need to be considered, please contact us in writing by April 14. Even if you have submitted a letter in previous years, we need a new letter on file each year. We do not honor any request for specific teachers. We do, however, consider all information. It is important to us that every child has the best chance for success and the best school year possible. We thank you in advance for your support and your confidence as we prepare for the 2023-2024 school year.

Respectfully,

Nathan Saddler  
Principal

Elizabeth Henderson  
Assistant Principal