

**RETENTION AND AGE APPROPRIATE PLACEMENT OF STUDENTS****Category:** Educational Services**Effective:** April 15, 2015**Policy Statement**

Anglophone West School District is committed to the education of students in settings appropriate to their age. However, in the event that a student is experiencing difficulty, the School District will follow a plan for intervention.

Procedures

1. Parent(s)/Guardian(s) are informed of their child's situation and are consulted about the learning requirements for success in the current grade; the school's assessment of the student's learning challenges, and the school's attempts to increase achievement by the end of January. This purposeful meeting or communication shall occur to support student learning.
2. The school will provide interventions and explore alternatives. A meeting of the Problem Solving Team (including Principal and pertinent school staff) occurs where the student's case is reviewed, recommendations are generated and prioritized and recorded.
3. If it is decided by the Administrator, Teacher(s), EST-Resource, Parent(s) / Guardian(s) and student that grade retention would benefit the future success of the student, a Retention Plan shall be agreed upon, monitored and recorded for implementation in the upcoming school year.
4. The Retention Plan, which includes instructional strategies to enable the student to achieve the essential skills, is developed by school staff in collaboration with Parent(s)/Guardian(s). This plan must denote areas of responsibility.
5. This Retention Plan will be monitored throughout the year by the Teacher(s), School Administrator, Parent(s)/Guardian(s) and student where applicable.
6. Principals will complete the ASD-W Application for Retention and submit to the Director of Schools no later than June 15.
7. The Retention Plan will be uploaded to the student file on the Education Support Services Portal by June 15.
8. All decisions regarding placement may be appealed under the Education Act, Article 11. Should the Parent(s)/Guardian(s) decide to appeal, they should place a request in writing for an appeal hearing to the Superintendent.



ANGLOPHONE WEST SCHOOL DISTRICT

EECD 319
POLICY NO. ASD-W-319-5

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Reference

- [A User's Guide for The Appeal Process](#) As Provided for In The New Brunswick Education Act
- Department of Education and Early Childhood Development – [Policy 322: Inclusive Education](#) (Section 6.7)
- [Education Act](#)