



## Learning Environments 2026-2027

The school class placement process is a thoughtful and collaborative practice designed to create balanced, inclusive, and effective learning environments that support each student's academic growth, social development, emotional wellbeing, and sense of belonging.

Students are assigned to classes by a team made up of the School Based Resource Team, the child's current teacher(s), non-enrolling teacher(s), support staff and school administrators. This professional team works collaboratively and applies professional judgement and collective expertise, considering each placement carefully as they create classes that are equitable and supportive for **all** learners.

We strive to build classes to best support all students' learning in an inclusive educational environment. In addition to individual circumstances, criteria considered in the placement process include:

- Workable instructional groups with attention to students' academic needs and strengths, work habits and learning styles
- Social groupings that support productive learning, positive peer connections while also providing diverse, collaborative learning environments
- Balanced classes with respect to student diversity, social emotional needs and abilities
- Adhering to Collective Agreement class size and composition provisions

### Parent/Guardian Engagement:

Teachers get to know their students very well during the school year. At the same time, we acknowledge there is always the possibility that there is information you have, or circumstances that have arisen **that we might not be aware of**, that would be beneficial for us to know for the class-building process.

- If there are specific circumstances or information pertaining to your child that the current classroom teacher **does not have and should be aware of**, and you would like to bring to our attention for class placement, please fill out the accompanying form for consideration. Drop completed form off at the office or email the form to [queenmary@sd44.ca](mailto:queenmary@sd44.ca)

### Please note the following:

- Requests naming **specific teachers** are **not part of the placement criteria**
- Requests naming **other students** are **not part of the placement criteria** (this is new this year)
- Additional letters or attachments will **not be accepted**
- Be mindful that this form will be shared with the staff who your child has worked with
- While all information is thoughtfully reviewed, it may not be possible to meet all requests
- We will do our best to place students in classes with at least one friend
- Forms received **after May 29, 2026**, or that do not follow criteria, **will not** be considered

Thank you for your engagement in this process.

Jennifer Wilson  
Principal, Queen Mary Community Elementary [jwilson@sd44.ca](mailto:jwilson@sd44.ca)

**Please only fill out this form if you have information we do not already know.**

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**Please complete only the applicable lines, then rank the priority in the boxes on the left with 1 being the most important to you and 3 being the least important.**

**Student Name:** \_\_\_\_\_ **Current Grade:** \_\_\_\_\_ **Current Teacher:** \_\_\_\_\_

My child's academic/learning needs are: \_\_\_\_\_  
\_\_\_\_\_

My child's social emotional needs are: \_\_\_\_\_  
\_\_\_\_\_

Additional information that could be considered: \_\_\_\_\_  
\_\_\_\_\_

**By signing below, I acknowledge that I understand:**

- Class placement decisions are made by a school-based professional team
- Requests for specific teachers will not be considered
- Requests for other students will not be considered
- While all information is thoughtfully reviewed, it may not be possible to meet requests

Parent Name: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

(QM Office) Date Received: \_\_\_\_\_