#  April 12 , 2018

CLASSROOM PLACEMENT LETTER

2018-2019

Dear Parents,

Please let us know if your child has special needs or if you, as a parent, have special concerns to be considered in regard to classroom placement for the 2018-2019 school year. Please print off this form and return.

**THIS FORM NEEDS TO BE RETURNED TO THE OFFICE BY APRIL 27, 2018 IN ORDER TO BE CONSIDERED.**

The placement of students into classrooms is quite a lengthy process and very time consuming. After parent input, teachers make recommendations and then we go over class lists looking for a balance in each class. Parents are not to request a particular teacher, but they are encouraged to state special needs/concerns where applicable.

**IT IS OUR DESIRE TO MEET THE NEEDS OF YOUR CHILD; HOWEVER, YOUR INPUT MUST BE RECEIVED BY APRIL 27, 2018 TO BE CONSIDERED.**

Classroom Placement Forms are confidential and should be sent directly to the office in a sealed envelope addressed to us. The form can be mailed or brought in to us personally. In any case, it must be received in the office by April 27, 2018. If you lose the form, simply state your concerns in a letter.

Sincerely,

Aaron Barnett

Principal

**PLEASANT LEA ELEMENTARY**

**2018-2019 CLASSROOM PLACEMENT FORM**

**DUE IN THE OFFICE BY APRIL 27, 2018**

**Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Present Grade:\_\_\_\_\_\_\_\_\_\_**

**Present Teacher:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SPECIAL NEEDS/CONCERNS: (feel free to use the back of the paper if needed)**