



## LIBERTY ELEMENTARY SCHOOL

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### Classroom Request Form

Student's Name \_\_\_\_\_

Grade level 2017-2018 \_\_\_\_\_

Parent's Name \_\_\_\_\_

### Classroom Requests

Have you ever wondered how class lists are put together? At Liberty Elementary, classroom teachers develop the lists for the next school year beginning in early May. The teachers put a tremendous amount of time and thought into developing the class lists. Teachers know it is to every student's advantage to be part of a well-balanced classroom. A balanced classroom has students with various academic abilities, has an equal ratio of boys and girls, and takes students special needs into consideration. When placing students in classrooms, teachers also take into consideration any conflicts of personalities between students, what type of atmosphere students learn best and ultimately what is in the best interest of all our students and staff at Liberty.

Parent input is accepted in the process of assigning students to classrooms. If you would like to make a request, please complete this Classroom Request Form. The deadline for submitting the request to the office is April 28. Please limit requests to legitimate reasons only. You are asked to write a statement supporting your request. When making a request, please keep in mind the challenge of trying to create balanced classrooms, as this will be our priority when creating class lists. All requests will be considered, but not necessarily honored.

It is very difficult to alter class lists once they are completed. Class lists are confidential until they are posted right before school starts. Thank you for helping us create an outstanding learning environment for all our students!

\_\_\_\_\_ I am requesting to separate students.

\_\_\_\_\_ I am requesting based on my child's learning style.

**Please provide a statement supporting your request for placement:**

**All Requests are due the last school day in April.  
All requests will be considered but not necessarily honored.**

For Office use only:

\_\_\_\_\_ Placement made

\_\_\_\_\_ Unable to fulfill request