

Holy Trinity National School,

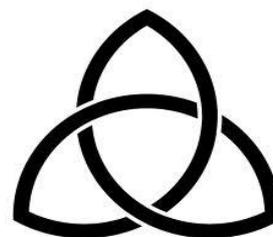
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School Roll Number: 20190T



Reconstitution of Classes Policy: HTNS DRAFT 0317

Rationale

In the interest of providing the best education for all students, it may from time to time be necessary to re-constitute classes. This may happen for the following reasons.

- a) To adjust to the pupil-teacher ratio
- b) To address an uneven mix that can sometimes occur in classes.

Aims and Objectives of this Policy

- To provide a framework for the reconstitution of classes
- To outline the criteria on which children are selected to be placed in different class groups.
- To limit the enrolment of new children into composite classes, subject to Section 29 of the Education Act.
- To outline the sound education principles followed when organising teaching and learning in reconstituted classes

Framework for the reconstitution of classes

At the time of planning the classes for the coming year, the principal will look at the overall numbers in each year group and the number of teachers available to teach them. The principal in consultation with class-teachers, support teachers and previous teachers, will decide how best to organise classes with a view to providing the best educational opportunities for all children. Principal will consult with pupils: Pupils will be asked to complete a ***Friendship Circle*** sociogram in school, identifying the children's friends. In reconstituting classes, every effort will be made to ensure each child has a named friend in his/ her new class group.

Criteria on which Children are selected to be placed in classes.

In consultation with the class teacher, and if necessary with previous teachers of the classes involved, lists of possible groups are drawn up.

- Ensuring pupils of mixed abilities in each class group. Each class will be divided into groups based on ability and lists will be compiled ensuring each class has similar levels of assessed abilities.

- Ensuring distribution of boys/girls in classes
- Balancing pupil social skills , peer groupings/ friendship bonds.(i.e. that where possible each child will have friend(s) in the group)
- Using school records to keep track of groups of pupils involved in class-groupings in previous year.
- While age is not a principal factor in the division of classes the average age in each of the three new classes will be taken into consideration

Supports available to children and teachers in all classes

In all classes in Holy Trinity, in-class support involving learning support teacher(s) is the norm. On occasions, it may be considered preferential to withdraw small groups of children.

Enrolment of new children into split classes

The rationale behind this policy is for the formation of smaller classes within the recommended pupil-teacher ratio. The enrolment of new children into the split class is to be avoided as much as possible.

The allocation of teachers to mixed classes

It is the duty of the Principal as per Circular 16/73 to assign teaching duties.

Constructing and Reconstituting Classes

In May the teachers and principal will attend class formation meetings. In line with the criteria set out for re-constituting classes, they will draw up a list of pupils for the classes to be split. Class lists are finalised in June and the pupils teachers and parents will be informed of their new class and teacher before the start of the school holidays.

It is the intention of the school that no pupil will spend his entire primary school days in a split class. Accordingly, the principal and staff will also consider reconstituting split class into single level classes when teacher pupil ratios allow for it. This class reconstitution will be decided in June and the parents/pupils of those classes concerned will be informed before the start of the school holidays.

In cases where a **composite** class is being introduced to a group for the first time, a general information meeting will be held before the end of the school year , which will be addressed by the principal. The focus of the meeting will be on the operation of the composite class.

Sound Educational Principles for Reconstituting Classes

- New opportunities and new challenges.
- Opportunity to develop a new dynamic amongst a new group.

- Pupils will continue to learn following a differentiated approach. This includes additional teacher support with Guided Reading, Maths Groups.
- Classroom planning in terms of allocating learning supports will be prioritised for these classes Maximum teacher-pupil contact, enabling school programmes continue effectively.
- A collaborative approach to planning involving class teachers will ensure all class groups will continue to have the same opportunities and the same content and skills development, no matter which group they are placed.
- Pupils will start with some if not many familiar faces/ friends in their class and build and form new friendships.
- Pupils in Holy Trinity are already used to moving to outside class groups and different learning groups. This differentiated approach continues ensuring your child's learning needs are met.

Implementation & Review

This policy will be implemented immediately, and will be reviewed after a two-year period. A review will take place during the school year 2018/19.

Signed: Mary White

Chairperson BoM