



Class Division Policy

Rationale

In the interest of providing the best education for all students, it may from time to time be necessary to divide and combine class groups into mixed classes.

Aims and Objectives of this Policy

- To provide a framework for the dividing of classes
- To outline the criteria on which children are selected to be placed in mixed or straight classes

Framework for the Division 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. They will decide how best to organise classes with a view to providing the best educational opportunities for all children.

Criteria for Placing Children in Particular Class Groups

When dividing a class into groups to be placed in separate classes, there are certain criteria to be taken into consideration:

- Pupils will be chosen for selection according to their age i.e. placing older pupils with the older class. Placing younger pupils with the younger class.
- If necessary adjustments are made to ensure gender balance and that siblings are in the same group.
- Placement of pupils with access to an SNA will be done by the Principal in consideration of staffing arrangements for the coming year.
- All decisions will lie ultimately with the BOM, having consulted the Principal and staff, who must consider the needs of every child in the school.

The allocation of Teachers to Classes

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

Constructing Divided Classes

Class lists are finalised in June and parents will be informed of their new classroom and teacher before the beginning of the school holidays.

This policy was devised by the staff and Board of Management. It was ratified on 9th May, 2016 and will be reviewed again in 2017/18 as per the school's policy review plan.

Signed: _____ Date: _____ Chairperson BOM