

# **WARRANWOOD PRIMARY SCHOOL CLASS FORMATION POLICY**

## **RATIONALE**

Students should be grouped to optimise educational and social development.

## **PURPOSE**

To provide a clear and consistent framework from which balanced classes will be formed.

## **GUIDELINES**

- As students move through the seven years of primary education they should be provided with opportunities to benefit from the best possible learning environment.
- Class composition should not remain fixed from year to year but allow for the range of social development opportunities to be expanded.
- Each class should have a mix of abilities, characteristics and gender so that a cohesive combination of students who will work together productively is achieved.

## **IMPLEMENTATION**

- In consultation with colleagues, including specialist staff, classroom teachers will draw up class lists for the ensuing year based on their collective knowledge of children's abilities, characteristics and needs.
- All students will be asked to nominate up to three other students with whom they work well, to assist in class allocation, however, it is not guaranteed they will be placed with any of these students.
- Parents are encouraged to maintain regular contact with staff as issues arise. In addition to this regular contact, parents who have information of social or educational significance, which they wish to be taken into consideration by teachers as class lists are prepared, must provide that information in writing to the Principal.
- While parent requests are taken seriously, not all will be able to be accommodated.
- Letters of request will only be valid for the current school year. Parents who have ongoing information of social and educational significance will need to resubmit individual requests each year.
- Classes will be announced during our transition activities. Students will have the opportunity to meet their new class and where possible their teacher during our transition activities.

## **EVALUATION**

Policies and procedures will be evaluated regularly.

Ratified May 2008

Review 2011