



Aurora School

CLASS FORMATION POLICY

Aurora School Policy May 2021

RATIONALE

A clearly defined, collaborative process for the placement of children into groups will lead to clear guidelines, increased understanding and improved opportunities for learning.

AIMS

- To provide each child with the opportunity to be part of a group of children to maximise their learning potential.
- To form well balanced groups of children that take into account communication preferences, physical, social and emotional wellbeing.
- To ensure that optimum use is made of the teachers, parents and others prior knowledge of each child prior to class placement.

IMPLEMENTATION

- The group structures and the allocation of children to various groups, are the ultimate responsibility of the School Principal.
- The School Principal will discuss this process with the School Council President and report the decisions to School Council.
- Parents will be kept informed of the process via a phone call/ SSG Meeting.
- Expressions of interest will be sought from staff members concerning the role / group level they prefer for the following year.
- The Principal and Business Manager will determine staff numbers as part of Work Force Planning.
- The Assistant Principals, in consultation with the Consultative Committee, will determine the allocation of staff and students to class groups. Individual needs and a whole school perspective must be considered
- Staff will be consulted as to the best composition of children in class groups if there is more than one group per level.
- Groups must be well balanced and recognise communication preferences, physical, social and emotional wellbeing, with consideration for each child's ability, behaviour and friendship groups.
- Consultative Committee and staff members will not disclose the composition of groups and the allocation of staff prior to any formal announcements.
- If numbers increase over the year a group may be split to ensure appropriate balance is maintained. The above principles will apply in determining new class groupings.

EVALUATION AND REVIEW :

This policy will be reviewed as part of the school's three year cycle.

This policy was last reviewed and updated by the Principal and Management Team in May 2021.