



Rationale

There needs to be a clear and consistent policy in the formation of classes at Woonona Public School so that each student is treated equitably, according to their needs within the organisational structure decided by the school.

Class Structures

In the formation of classes and teacher allocation at Woonona Public School the following factors will guide the decision making;

- Department of Education and Training staffing formula.
- Teaching staff's experience and expertise.

The principal has the delegated authority to determine the final make up of classes.

Student Allocation Process

In the allocation of students to particular classes the following factors will guide the decision making process.

- Where possible a balanced distribution of student's abilities and genders across classes.
- The needs of individual students, these may be social, intellectual, emotional or physical.
- Student relationships and social cohesion.
- Students are allocated to a class, not to a teacher. It is not possible to make requests relating to individual teachers.
- It is the policy of the school that no child's class placement will be changed unless extraordinary circumstances are present. Friendship networks do not constitute extraordinary circumstances.

Identification of Needs

The identification of these needs will be achieved through;

- Professional deliberations of staff who are familiar with the student.
- Academic and welfare data (previous classes, special circumstances).
- Significant information supplied by parents.

Allocation of Teachers

The allocation of teachers to classes is determined after a consultative process that takes into consideration;

- Past experience of teachers.
- Professional skills and expertise.
- Professional learning goals of staff.
- School needs.

Kindergarten Classes

Teachers who have participated in the transition to school program will use their knowledge and information provided at interview to form classes.

Composite Classes

Every class is a composite of children with various skills and abilities. Composite or multi-age classes are formed based upon school numbers and/or student need. It is quite likely that students can be in composite classes for successive years. Classes will be formed using the criteria referred to in the 'Student Allocation Process'. Where the composite class is cross-stage in nature, consideration will be given to the independent work habits of the children and their ability to work in a multi-age environment.

Parent Enquiry

Whilst any parent is entitled to know how their own child came to be placed in a particular class, the school is required to maintain the privacy of the needs of other students and is not able to outline the particular reasons as to why other students have been placed in particular classes.

Although specific parent requests will be considered, the principal will have the final decision as to the placement of a student. This will be done in consultation with the school's teachers.