



HOMEBUSH PUBLIC SCHOOL

Class Formation Policy

Rationale:

There needs to be a clear, consistent and transparent policy relating to the formation of classes at Homebush Public School to ensure that each student is treated equitably within the organisational structure decided by the school. The school's class structure and class formation for any given year will be guided by the aim of maximising educational outcomes for all students.

Class Structure :

In the formation of classes and teacher allocation at Homebush 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:

When allocating students to particular classes the following factors will be considered;

- Students' abilities.
- Gender balance.
- Student relationships and friendship networks.
- Individual student needs (these may be social, intellectual, emotional or physical).
 - Previous teachers and classes.
 - Parental requests. (Note: All parental requests will be considered, but a guarantee cannot be given.)

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.
- Students educational history (previous classes, special circumstances)
- Significant information supplied by parents (history, social or emotional factors).

**Allocation of Teachers:**

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

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

Kindergarten Classes:

Teachers of Kindergarten will use knowledge gained from the kindergarten orientation process to form classes. (This knowledge can include student assessments, preschool reports, support organisation reports, peer relationships, parental observations, etc.)

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 other students and is not able to outline the particular reasons as to why other students have been placed in particular classes.

Only in very rare cases will a student be moved from one class to another, once classes have been formed. The principal will make the final decision in these cases.