



## **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 due to an increase or decrease in enrolments.

## **Aims and Objectives of this Policy**

- To provide a framework for creating multi-grade classes.
- To outline the criteria on which children are selected to be placed in mixed or straight classes.
- To set the supports which may be used, to ensure the best learning outcomes for all children in multi-grade classes.
- To ensure that children cover the full curriculum of their respective class.

## **Framework for the splitting 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. S/He will decide how best to organise classes with a view to providing the best educational opportunities for all children.

## **Criteria on which children are selected to be placed in mixed or straight classes**

When dividing a year group/class, the following is the criteria which will be taken into consideration:

- Classes will be split based on date of birth, taking gender balance into account.

## **Explaining to parents why their child is in a split class**

- The Department of Education allots one teacher to each group of 23 pupils at present. This is known as the *pupil-teacher ratio*. The principal has overall responsibility for grouping or splitting the classes where numbers would otherwise be too big or too small in one class. The pupil-teacher ratio is dictated annually by the government budget and schools have no control over this. However, the teacher will ensure that each pupil in each class will be working on the set of skills from the national curriculum for the correct class.
- Classes that have been split reunite daily to play together on the playgrounds/sports field during breaks so they can maintain existing friendships as well as make new friends in the new group. This increases their circle of friends and their abilities to form new friendships.
- The process of forming new friendships is a life skill which is important to develop. A positive and supportive attitude from parents is a key element in achieving a successful outcome in the new groups.

## **How classes will be divided**

### **Division of Junior Infants**

#### **Scenario 1**

In the event that an incoming junior infants class needs to be divided due to a large enrolment- The following will be the procedure. The division of Infant classes will be based on age, keeping a balance between male and female pupils in each class, with the oldest pupil going to class A, the second eldest to class B, 3<sup>rd</sup> eldest going to class A, 4<sup>th</sup> eldest going to class B and this pattern repeating until all the pupils have been divided into the classes.

Parents of siblings will be given the option (once only) of keeping the siblings together or separating them into different classes.

#### **Scenario 2**

In a situation where a class e.g. Junior Infants are to be in a multi-grade class with Senior Infants, the division will be on the above criteria with the oldest pupil going to Class A (Senior Infants), the second eldest to class B (Junior Infants) and so on until all children are divided.

### **Division of all other classes**

In a situation where a class e.g. 3<sup>rd</sup> class are to be split between a 2<sup>nd</sup> and 4<sup>th</sup> the same rule will apply. The eldest pupil from 3<sup>rd</sup> class list will go to 4<sup>th</sup> class, the 2<sup>nd</sup> eldest pupil in 3<sup>rd</sup> will go to 2<sup>nd</sup> class, the 3<sup>rd</sup> eldest pupil in 3<sup>rd</sup> will go to 4<sup>th</sup> class, the 4<sup>th</sup> eldest pupil in 3<sup>rd</sup> will go to 2<sup>nd</sup> class and this pattern will repeat itself until all pupils have been divided into classes.

The number of pupils in each division, for multi grade teaching, will be decided by the numbers of pupils in the grades above and below and the gender mix of those groups.

Special Education Teaching: Children with Specific Learning needs at either end of the spectrum may be considered separately.

Parents will be notified once the Principal has decided on the allocations of classes for the following year.

### **Arrangement for books and schemes of work for split classes.**

Due to the nature of varying teaching styles, differing timetables etc... progression through the curriculum and the prescription of homework may differ between the two groupings (split class).

### **The allocation of teachers to split classes**

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

### **Ratification**

This policy was ratified by The Board of Management on the 1<sup>st</sup> April 2025.

*Maire Fenton*

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Maire Fenton  
Chairperson

*Barry Quinn*

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Barry Quinn  
Principal