



GAELSCOIL CHNOC na RÉ

Baile Uí Dhúgáin (Ballydoogan) - Sligeach

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POLASÁÍ I LEITH RANGANNA A EAGRÚ AGUS A DHÁILEADH POLICY FOR THE ORGANISATION AND ALLOCATION OF CLASSES

Réamhrá / Introduction

This policy has been put in place to inform and provide clarity to staff, parents and pupils on the procedures used in Gaelscoil Chnoc na Ré where it is necessary to mix and/or split class groupings to facilitate the distribution of pupils amongst the teaching staff. It was originally put together following consultation involving Board members, parents and staff and ratified by the Board of Management in June 2007. It was reviewed in 2016 and ratified by the Board of Management in June 2016.

Sainmhínte / Definitions

For the purpose of this policy, the following definitions will apply:

- **Single Class:** a class containing one class grouping (e.g. Rang 4)
- **Mixed (Consecutive) Class:** a combination of two or more consecutive class groupings in one classroom with one teacher (e.g. Rang 4&5)
- **Split Class:** where a class grouping is split between two separate classes. This may consist of
 - two mixed (consecutive) classes e.g. Rang 3&4 agus Rang 4&5, or
 - a mixed (consecutive) class and a single class e.g. Rang 3&4 agus Rang 4, or
 - two single classes e.g. Rang 6 agus Rang 6.

Ranganna a Eagrú agus a Dháileadh / Organisation And Allocation Of Classes

The principal teacher, in consultation with the staff, has the responsibility for the promotion and organisation of pupils for teaching purposes. The principal *'should arrange a fair distribution of teaching duties among the staff, taking into account the needs of the pupils and the abilities, experience, personality and preferences of each teacher.'* (**DES Circular 16/73**)

Curaclam / Curriculum

The vast majority of children in the country are educated in mixed classes and the Revised Primary Curriculum is designed to cater for mixed class groupings throughout a school. Ultimately the aim of the every class teacher is to provide a full program of work for children to best meet their individual educational needs. Where it is necessary to split a class grouping, the children from that class grouping in both cases will follow the same core curriculum. Teachers will confer on a regular basis while planning their schemes of work in line with the Plean Scoile. Every effort will be made to provide opportunities for the split class to work together and or in their own class groups in certain curricular areas e.g. Maths with the co-operation of the Learning Support teacher.

Ranganna Meascaithe (Leantacha) / Mixed (Consecutive) Classes

On occasion it may be necessary to put children into a mixed class. This may arise due to one or more of the following reasons:

- The overall pupil teacher ratio is such that the school cannot accommodate single stream classes at all levels.
- In order to keep within Department of Education and Science guidelines on class size.

When deciding which class groupings will be combined to form a mixed (consecutive) class the following criteria will apply:

1. The school will endeavour, where possible, to adhere to the mixed (consecutive) class groupings as laid out in the Revised Primary curriculum (e.g. *Naíonáin*, *Ranganna 1&2*, *Ranganna 3&4*, *Ranganna 5&6*)
2. The school will endeavour to ensure that the mixed (consecutive) class is the smallest possible combination of class groupings.

Ranganna Scoilte /Split Classes:

On occasion it may be necessary to **split** class groupings to form one or more mixed (consecutive) classes or to form two or more single classes. When class groupings need to be split the following is the procedure used:

The Principal, in consultation with the relevant staff (i.e. current Class Teachers, Learning Support team, etc.) will allocate children to classes using the following criteria:

- *Equity*: if possible, pupils who have been in a split class already will be placed in a single class;
- *Gender*: a balanced distribution of boys/girls in each class;
- *Friendship*: while friendships formed in school or outside will be taken into account, as well as previous class groupings, it may not be possible to satisfy all demands for groups of friends to be kept together.
- *Special Needs*: consideration of children who have special learning, behavioural or social needs;
- *Academic Ability*: it is considered best to form mixed-ability groups rather than being based on academic streaming.

Split classes will be kept as small as possible. New children enrolling following the creation of split classes will be placed in the smaller class. Decision making will lie ultimately with the Principal, who must consider the needs of every child in the class.

Fógra / Notification:

It is intended that the organisation and allocation of classes will be communicated to teachers, pupils and parents not later than the end of June each year. It is also intended that pupils in split/mixed (consecutive) classes will meet their new classmates and teacher before the end of the school year.

Athbhreithniú / Review

This policy will be reviewed every two years or earlier if necessary.