

Class Configuration Policy

Policy for determination of class configurations and individual student class allocations.



Rationale: The Principal of St Agnes is responsible for the final determination of class configurations and the allocation of each individual student to a specific class on an annual basis. These class configurations or learning groups as they are known now are determined by considering the complex connections between factors such as the identified needs of our students, future expected enrolments, planned staffing levels and industrial rights of employees and budget constraints.

Guiding Principles: The following principles serve to inform the principal, parents, teachers and students in the determining of class configurations and individual student class allocations.

- 1.1 St Agnes strives to offer children developmentally appropriate and inclusive learning experiences set within the context of the Gospel vision and Catholic beliefs and traditions.
- 1.2 The Principal in consultation with Brisbane Catholic Education will determine the total number of classes the school will administer in any one year.
- 1.3 The Principal is responsible for the allocation of teachers to a specific class level on an annual basis. During their time at St Agnes students may have the same teacher more than once and may experience classes that have teachers working within a job share arrangement. This is an acknowledged right of teachers under their employment agreement with BCEC and is fully supported by St Agnes.
- 1.4 At some time during their time at St Agnes students may be allocated to a multi-level class configuration, Eg 5/6. This will be the combined level and will be determined each year according to the numbers of students, the staffing schedule and curriculum considerations.
- 1.5 St Agnes will strive for “balance” in the composition of each class (learning groups) taking into account , gender, cultural diversity, ages and abilities of children(social, emotional and cognitive), inclusivity, learning styles within class groups, students past learning experiences and peer relationships .
- 1.6 The Principal will consult with teachers in determining individual student class allocations taking into account all known academic and other issues known by the staff at the time of allocation. The Principal makes the final determination.
- 1.7 It is outside of these policy guidelines for parents to make specific requests for teachers or particular classes for their child. However, if parents believe there is specific information relating to their child’s learning that the school is unaware of; they may write and inform the Principal of these factors to assist the Principal in the determination of the student’s class allocation. Requests to the Principal from parents for a specific teacher and /or class allocation (e.g. not job share or multi-level class) will not be considered.

Procedures:

- 2.1 Beginning in Term 3 of each year the Principal will commence the process of considering the following year’s class configurations. These considerations will take into account projected total number of students, number of students by class level and will be endorsed by the St Agnes School Pastoral Board.
- 2.2 Principal will seek from parents an indication if their children will not be attending the school the following year. (Parents are encouraged to advise the Principal as early as possible in this regard as St Agnes acknowledges the rights of parents in determining their children’s future schooling options.)
- 2.3 In Term 4 children are grouped according to the principles outlined above.
- 2.4 Draft class configurations are developed by early November.
- 2.5 Principal considers any additional specific information related to learning requirements provided by parents.
- 2.6 Principal consults relevant teachers, learning support teachers regarding any further changes.
- 2.7 Principal places any new students commencing in Years 1-6, into class groups.
- 2.8 Students are informed of their class and teacher in final week of Term 4.