



No. 5218

Sunbury & Macedon Ranges Specialist School

Sunbury Campus
Circular Drive, Sunbury
P.O. Box 304, Sunbury 3429
Phone: 9744 4879/9744 7734 Fax: 9740 8581

Bullengarook Senior Campus
705 Bacchus Marsh Rd., Bullengarook
P.O. Box 962, Gisborne 3437
Phone: 5428 9222 Fax: 5428 9442

Sunbury Campus Email: sunbury.macedon.ranges.ss@edumail.vic.gov.au
Bullengarook Campus Email: sunbury.macedon.ranges.bullengarook@edumail.vic.gov.au
Website: www.smrss.vic.edu.au

CLASS GROUPING POLICY

STATEMENT

Sunbury and Macedon Ranges Specialist School is committed to the provision of a safe and supported learning environment. We place a high level of importance on ensuring and having the best possible system to form class groupings.

RATIONALE

- To develop a clear mechanism for the placement of students into classes in order to maximise academic and learning opportunities, social competencies as well as positive working relationships.
- To form well balanced classes of students that take into account the social emotional and academic stages of each student.
- Through collaboration of current teachers, parents and other specialist staff we will ensure that prior knowledge is applied to ensure the optimum placement of each child.

IMPLEMENTATION

- The allocation of student classes, the number of classes, class structures and class compositions are all ultimately responsibilities of the Principal in collaboration with the school's consultative committee. Drafts are reviewed in consultation with staff at staff and campus meetings.
- The process of determining classes will commence in November of the previous year.
- When class groupings are finalised, the Principal will call for expressions of interest from staff to teach each group.
- Individual needs and a whole school perspective must be considered when determining class groupings.
- Under exceptional circumstance the Principal may reorganize classes throughout the year.
- Class groupings will be reviewed by the Leadership team at the end of Term 1 each year.
- Every effort will be made to provide parents with a finalised class list accompanied by student reports on the last day of Term 4.

- Students who enrol at the school or undertake a transition placement during the year may be temporarily placed in a class, with the possible need to alter the placement once further information regarding the child is known.
- Concerns regarding the placement of specific students in classes or the overall structure of classes must be directed in writing to the Principal.

EVALUATION

- This policy will be reviewed as part of the school's four-year review cycle.

This policy was last updated on 27th June 2018 and is scheduled for review in May 2022