



STRIVING TO BE THE BEST WE CAN BE

THE WYE FOREST FEDERATION
ST.BRIAVELS AND REDBROOK
CHURCH OF ENGLAND
PRIMARY SCHOOLS

Name of Policy: Class Splits

Date__17.07.19

Review Date_____

Signed_____ (Executive Headteacher)

Signed_____ (Chair of Governors WFF)

Date of Review:_____

Date of Review:_____

Date of Review:_____

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The Wye Forest Federation

CLASS SPLITS POLICY

Ready, Respectful, Safe

1 Aims and expectations

1.1

The aim of this policy is to ensure clarity for staff and parents in the criteria and considerations given to splitting of classes for year two and year five at St Briavels Primary School.

2. The process

Teachers will split their classes by age. Following this, due consideration will be given to:

- the social and emotional readiness of a child who may be of the age to move into a mixed class with children in the year above.
- any additional learning needs and where they may be best met.
- any other individual circumstances that may affect a child's readiness to learn.

Where a child is not placed in line with the age split of the class the reasons must be robust and compelling; and this must have been communicated to the parents (March parents evening or individual meeting since) when this has been identified as a possibility. The annual report to parents must clearly reflect the reasons for this decision.

Once the teacher has made the decision on the split this should be typed into the proforma (annex A) and presented to the EHT. A meeting to discuss and agree any children placed in exception to their chronological age will follow this.

Splits will be agreed by the end of T5 and parents will be informed of classes for the following year in Wk1 T6.

4 The role of the Executive Head Teacher

The EHT will meet with the teacher and discuss the split ensuring that the reasons for children not moving in line with their chronological age are robust and compelling. Where reasons given are not evidenced to be robust or compelling the EHT will, with the teacher, review the class split.

Annex A
Class Split Justification

Children to move to older mixed age class				
Name	DOB	Reason	Annual Report	Parents Aware

Children to remain in younger mixed age class				
Name	DOB	Reason	Annual Report	Parents Aware