



The Trent-Rylands Federation

Trent Vale Infant and Nursery School *and* Beeston Rylands Junior School



POLICY FOR CLASS ORGANISATION

- THIS DOCUMENT IS a statement of the aims and principles of The Trent-Rylands Federation when determining class organisation
- IT WAS DEVELOPED in 2016 through a process of consultation with staff and governors
- IT WILL BE continuously reviewed, updated and approved by the Executive Headteacher, staff and governors
- This policy will be REVIEWED ANNUALLY

Date of review	Summer 2025	Summer 2026	Summer 2027
Signed			

Introduction

Trent Vale Infant and Nursery School

The Class structure for each year is based upon various factors including pupil numbers and budget alongside the needs of the pupils within each cohort.

Due to pupil numbers in 2025 it is planned that the classes will be organised as follows: -

- 1 x F1 class - part time teacher in the mornings. F2 teacher in the afternoon.
- 2 x F2 classes of up to 25 x F2 pupils
- 3 x KS1 classes of up to 30 x Y1 pupils or Y2 pupils

This will be for one academic year.

We will then review the class structure and either keep this option or we will adopt one of the following alternative options.

Alternative option 1

- 1 x F1 class
- 1 x F2 class of 30 x F2 pupils
- 1 x F2 / Y1 class with 20 x F2 children and 10 x Y1 children
- 1 x Y1 class of up to 30 x Y1 pupils
- 1 x Y1/Y2 class of up to 10 x Y1 and up to 20 x Y2 pupils
- 1 x Y2 class of up to 30 x Y2 pupils

Alternative option 2

- 1 x F1 class
- 2 x F2 class of 25 F2 pupils
- 2 x Y1 class of 25 Y1 pupils
- 2 x Y2 class of 25 Y2 pupils

Where possible we will always ensure a child has friends/children they know and play with in their class.

Beeston Rylands Junior School

Ordinarily due to having a Pupil Admission Number (PAN) of 50 per year group the classes will be organised as follows:-

- 1 x Y3 class
- 1 x Y3/Y4 class
- 1 x Y4 class
- 1 x Y5 class
- 1 x Y5/Y6 class
- 1 x Y6 class

If the needs of a cohort cannot be met by this organisation then we will seek to find an alternative structure that is more suited to the needs of the children in school.

Where possible we will always ensure a child has friends/children they know and play with in their class.

Aims

We are committed to ensuring that each child achieves their potential while they are with us at Trent Rylands and have the following aims when organising the classes for each academic year: -

- To take great care in deciding which class each child will be in.
- To take into consideration each child's friends, learning style, confidence, self-esteem, behaviour and the progress and attainment they have achieved so far.
- To consider which class teacher, teaching style and mix of ages that will be best for each individual child.
- To have a full range of ability in each class.
- To have similar numbers of boys and girls in each class.

Additional strategies to ensure we achieve our aims

F1 – Nursery (see Admissions Policy)

- Parents will be asked whether they would prefer full days, or a morning place. Every effort will be given to offer parents a place of their choice. We will only offer afternoon places if we can accommodate them.
- In the event that there are more requests for morning places than there are spaces available then priority will be given to those children who are from families who we know have children eligible for Pupil Premium funding and then to those children who have been on the waiting list the longest.
- Once a child has been admitted, unless there are exceptional circumstances, we will not change a child's place from morning to afternoon or vice versa.
- A meeting at school will be arranged to give parents and children the opportunity to meet the nursery teacher.

F2 – Reception

- Visits to all pre-school settings will be undertaken by either F2 teachers or the Headteacher to meet children joining Trent Vale from other settings than our nursery.
- Information from our nursery staff and other pre-school settings will be used to decide which class each child should go into.
- There will be a proportional spread of children who have not attended our nursery in each class.
- There will be a proportional spread of children with Autumn, Spring and Summer birthdays so that all of the oldest children or youngest children are not put in one class.
- Unless advised otherwise, children who have attended the same pre-school setting will be put into the same class

Year 1-6 2025-2026

- Follow the aims of this policy. No additional strategies are necessary.

Additional strategies when planning for mixed classes at Trent Vale

- In the event of an Alternative 1 Structure, the end of F2 results will be used alongside teacher knowledge to help determine which children go into the mixed age, the Y1 class and the mixed Y1/Y2 class, but each class will contain children who have securely achieved a Good Level of Development (GLD), those who have achieved a GLD but at an emerging level and those who have not achieved a GLD. We will ensure all children have at least one child they are friends with from their previous class.

Monitoring and Review

- The SLT will monitor the composition of each class to ensure it meets the aims of this policy.
- Staff will take into consideration the views of parents when determining the composition of the classes.
- The SLT will act upon feedback from staff annually particularly where there has been issues with the composition of a particular class to ensure, where possible, that these issues do not reoccur.

OTHER POLICY DOCUMENTS THAT UNDERPIN THIS POLICY FOR CLASS ORGANISATION

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| • COMPLAINTS PROCEDURE | • ADMISSIONS POLICY |
| • TEACHING AND LEARNING POLICY | • SPECIAL EDUCATIONAL NEEDS POLICY |
| • EQUALITY POLICY | • ASSESSMENT FOR LEARNING POLICY |
| • MONITORING AND EVALUATION POLICY | • CURRICULUM PLANNING POLICY |
| | • CURRICULUM POLICY AND FRAMEWORK |