Hasland Infant School

Class Reorganisaton Policy

Reviewed By	**Charlotte Lavender**
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Date Reviewed	**September 2026**
Next Review Date	**September 2027**

Policy Aims

This policy aims to give clarity for parents, carers, children and staff about when pupils will be reorganised into different classes, for what reasons and how the process will be managed by the school.

At Hasland Infant School, there are 3 classes per year group (approximately 90 pupils) and wherever possible classes are balanced with regards to pupil numbers.

We recognise the importance of providing all children with stability and consistency in relation to friendships and peers, but also are mindful of preparing children for The Junior when classes will continue to be mixed

Class Mixing within Hasland Infant School

We recognise the value of children being mixed during their time at Hasland Infant School. Some of the benefits of mixing classes include:

- the opportunity for children to form new friendships
- ensuring a continued balance/mix of pupils, responding to their changing needs as they develop and mature
- developing children's resilience.
- preparing children for The Junior School

In line with the Junior School Policy, we will reorganise classes at the end of every year.

Creating New Classes

Mixing classes is a logistical challenge with many factors to consider. It is given careful thought in order that it has a positive impact on individuals, classes and the year group as a whole.

In the summer term, children will be asked to name up to three children they would like to be with in their class for forthcoming year. Our aim is for at least one of the children's preferences to be met.

Class teachers of the current year to be mixed and SLT will create the three new classes, using the previous teacher's knowledge and taking into account the following (in no particular order):

- balance of gender
- balance of EAL needs
- balance of SEND needs
- balance of social, emotional and behaviour needs
- balance of pupil numbers
- friendships of children
- friendship requests of children
- discussions with all relevant staff
- any other relevant factors known by school

The new class allocations will be shared with children up to two school days before the transition day in school. This allows children the time to process who they are going to be with the following year, shortly followed by a transition day with their new class teacher and peers.

Parent and Carer Concerns

If parents / carers have any queries over future class groupings that they have raised previously with the school, these should be communicated again to the class teacher or headteacher when the letter is received by parents / carers.

If parents and carers are unhappy about their child's new class allocation then they should, in the first instance, discuss the decision with the child's current class teacher. This way they can gain an understanding of how decisions were made and how their child's needs have been considered. We believe that it is vital that parents and carers allow time for their child to settle into their new class, form new friendships with their peers and relationships with adults. Their child's future class teacher will monitor and communicate with parents/carers to ensure a plan is in place to help their child integrate into their new class setting. We will not allow changes to classes unless there has been an error on the school's behalf.

If there are still concerns, the parent/carer should follow the usual procedures when contacting school for support or for making a complaint.

Policy reviewed: September 2025

Next policy review date: September 2026