



Required Review Frequency	FGB to determine – every 3yrs
Next Review Due:	September 2024
Committee Responsible:	Finance and Staffing Committee
Document Location	School

Version	Approved By	Date of Approval	Key Changes
1.0	Finance & Staffing Committee	21/11/2018	Policy reviewed, no changes made
1.1	FGB	23/11/2021	Reviewed, EHT replaces HT

AIMS

This policy aims to provide clear guidance to the whole school community as to how pupils will be allocated to classes.

GUIDELINES

The standard number for this school is set at 30 pupils per year group.

Governors accept their responsibility to allocate Reception and KS1 classes of 30 or less pupils (statutory from 2001) and endeavour to keep KS2 classes less than 32 pupils in KS2. This number will only be breached in exceptional circumstances, when the request would need to be approved by the Full Governing Body.

Governors will take into account:

- Where a pupil has an EHCP funded by the LA
- Capacity of classrooms i.e. Health and Safety issues;
- Efficiency in the deployment of teaching staff.

The Executive Head teacher is required to carry out this policy and inform the governing body of any exceptions recommended.

This policy should be next reviewed in November 2024.