



Assignment to Classes Policy

St Colman's Community College

- Subject Departments assign students to classes in the different subject groupings.
- Students are not permitted to move classes (unless moving from one level to another).
- In 1st year movement within subject option bands cannot take place after the end of September and can only be accommodated where resources permit.
- In 5th Year movement within subject option bands cannot take place after the last Friday in September and can only be accommodated where resources permit.
- When choosing subjects for Senior Cycle, priority will be given to students who have taken that subject option at Junior Cycle, and it is generally recommended that students who have not studied a practical subject do not take it up at senior cycle.
- If a parental request to change teachers is received the Principal informs Parents that no such change can occur according to school policy. However, the Principal advises that should a parent wish to discuss her son's / daughter's progress , they should arrange an appointment through the office.
- In the interest of classroom management , the Year Head, and Subject Department may decide to alter the composition of some classes to the benefit of students.
- Any parent wanting to contact a teacher is asked to leave a number at the office and a teacher will return the call when it is convenient to do so.

This policy was ratified by the Board of Management on June 21st 2022. It will be reviewed annually.

Signed:

Denis O'Shea

Chairperson of BOM

Date: 21/06/22