

## GUIDELINES FOR THE APPLICATION OF BANDING IN SECONDARY SCHOOLS

### INTRODUCTION

The following guidelines are meant to facilitate the classification of students in Form 1. The models hereunder apply the grouping process of banding in situations that require the grouping of students in two to 15 classes, depending on the number of students in the grade level. The maximum class size on which the models are based is 24 children.

The models are such that give Heads of school some degree of flexibility. For instance, the bands need not necessarily be of the same size such that, if students number permit, the 'lower' band may consist of a **slightly** smaller number of students so that classes within this band are of a relatively smaller size. While it is suggested that each class has some degree of **gender balance**, it is up to the discretion of the Head how to assign the following groups of students to classes:

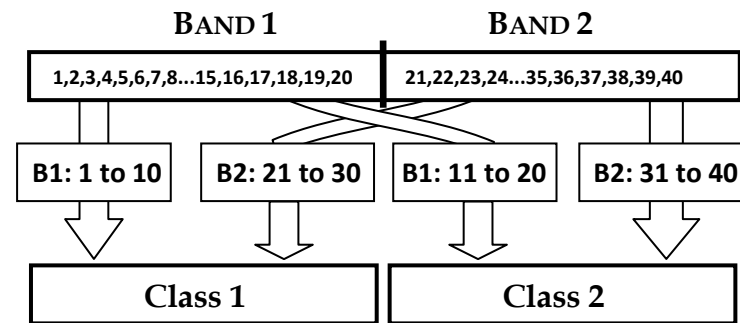
- (a) students with a statement of needs
- (b) foreign students.

**TWO CLASSES (not more than 48 students)**

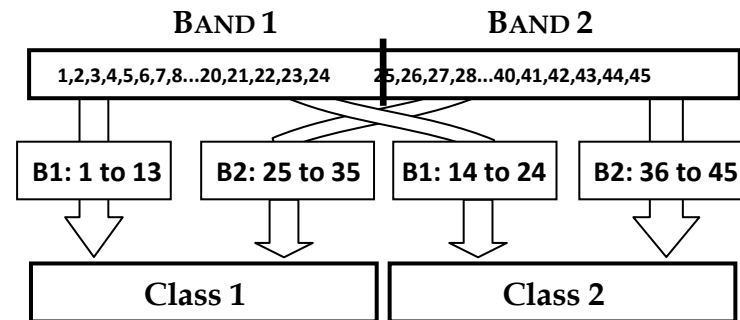
Taking the list of students in rank order from the top-placed to the bottom-placed on the basis of the total standardised score:

1. Determine the size of each of the 2 classes.
2. Divide the rank ordered list into TWO approximately equal bands and (commensurate with the size of the first and the second class) and mark this cutoff in the rank ordered list.
3. Divide the number of students in Band 1 and in Band 2, rounding up where this is odd.
4. Place the top half of EACH band in Class 1 and the remaining half of EACH band in Class2.

**e.g.1: 40 students – 20 students in Class 1, and 20 in Class 2; Band 1 groups students numbered from 1 to 20, Band 2 groups children numbered from 21 to 40.**



**e.g.2: 45 students – 24 students in Class 1, and 21 in Class 2; Band 1 groups students numbered from 1 to 24, Band 2 groups students numbered from 25 to 45.**

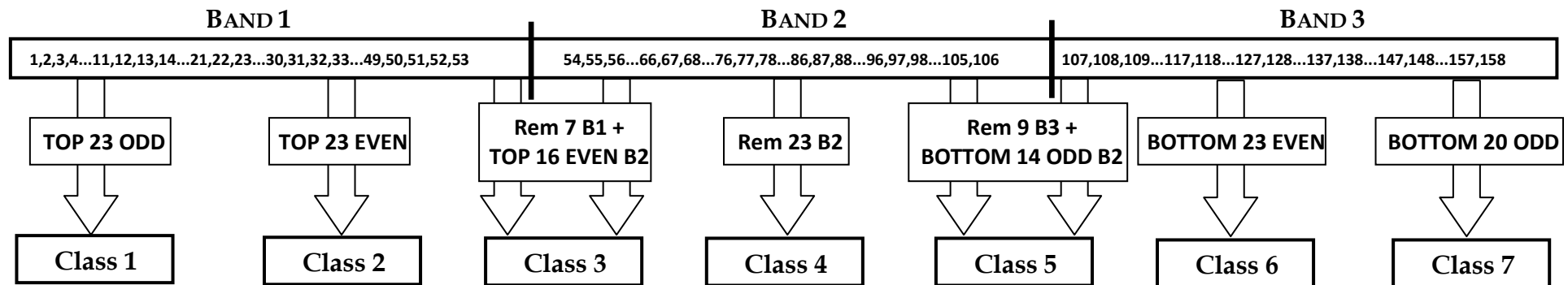


**SEVEN CLASSES (not more than 168 students)**

Taking the list of students in rank order from the top-placed to the bottom-placed on the basis of the total standardised score:

1. Divide the number of students by 7 to determine size of each class ( $n$ ).
2. Divide the rank ordered list into THREE approximately equal bands (if this is not possible make Band 1 [and possibly also Band 2] the larger of the three) and mark these cutoffs in the rank ordered list.
3. Starting from the first ODD numbered student, take the TOP  $n$  ODD numbered students from Band 1 and place them in Class 1.
4. Starting from the first EVEN numbered student, place the TOP  $n$  EVEN numbered students from Band 1 in Class 2.
5. Take the remaining students from Band 1 and place them in Class 3. Determine how many more students are required to top-up Class 3 and take these from the EVEN numbered students from Band 2 starting from the first EVEN numbered student (in Band 2).
6. Take the BOTTOM  $n$  ODD numbered students from Band 3 and place them in Class 7, starting from the last ODD numbered student (in Band 3).
7. Take the BOTTOM  $n$  EVEN numbered students from Band 3 and place them in Class 6, starting from the last EVEN numbered student (in Band 3).
8. Take the remaining students from Band 3 and place them in Class 5. Determine how many more students are required to top-up Class 5 and take these from the ODD numbered students from Band 2 starting from the first ODD numbered student (in Band 2).
9. Place all the remaining ODD and EVEN numbered students from Band 2 in class 4.

**e.g.1: 158 students – 23 students in each of Classes 1 to 6 and 20 in Class 7; Band 1 groups 53 students numbered from 1 to 53, Band 2 groups 53 students numbered from 54 to 106, and Band 3 groups 52 students numbered 107 to 158.**

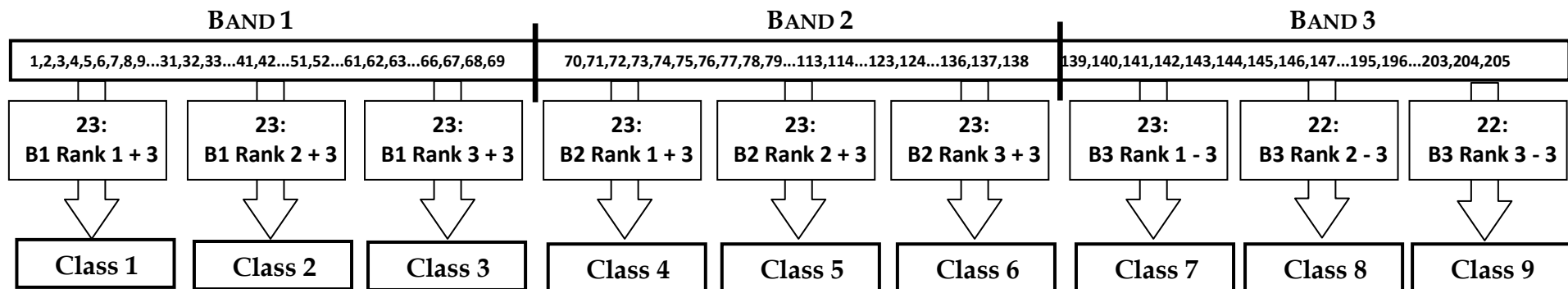


**NINE CLASSES (not more than 216 students)**

Taking the list of students in rank order from the top-placed to the bottom-placed on the basis of the total standardised score:

1. Divide the number of students by 9 to determine size of each class ( $n$ ).
2. Divide the rank ordered list into THREE approximately equal bands and (commensurate with the sizes of the classes within each band) and mark these cutoffs in the rank ordered list.
3. From Band 1 place the student Ranked 1<sup>st</sup> and every third ranked student thereof (in e.g.1: 1<sup>st</sup>, 4<sup>th</sup>, 7<sup>th</sup>, etc...) in Class 1.
4. From Band 1 place the student Ranked 2<sup>nd</sup> and every third ranked student thereof (in e.g.1: 2<sup>nd</sup>, 5<sup>th</sup>, 8<sup>th</sup>, etc...) in Class 2.
5. From Band 1 place the student Ranked 3<sup>rd</sup> and every third ranked student thereof (in e.g.1: 3<sup>rd</sup>, 6<sup>th</sup>, 9<sup>th</sup>, etc...) in Class 3.
6. From Band 2 place the student Ranked 1<sup>st</sup> and every third ranked student thereof (in e.g.1: 70<sup>th</sup>, 73<sup>rd</sup>, 76<sup>th</sup>, etc...) in Class 4.
7. From Band 2 place the student Ranked 2<sup>nd</sup> and every third ranked student thereof (in e.g.1: 71<sup>st</sup>, 74<sup>th</sup>, 77<sup>th</sup>, etc...) in Class 5.
8. From Band 2 place the student Ranked 3<sup>rd</sup> and every third ranked student thereof (in e.g.1: 72<sup>nd</sup>, 75<sup>th</sup>, 78<sup>th</sup>, etc...) in Class 6.
9. From Band 3 place the student Ranked 1<sup>st</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 205<sup>th</sup>, 202<sup>nd</sup>, 199<sup>th</sup>, etc...) in Class 7.
10. From Band 3 place the student Ranked 2<sup>nd</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 204<sup>th</sup>, 201<sup>st</sup>, 198<sup>th</sup>, etc...) in Class 8.
11. From Band 3 place the student Ranked 3<sup>rd</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 203<sup>rd</sup>, 200<sup>th</sup>, 197<sup>th</sup>, etc...) in Class 9.

**e.g.1: 205 students – 23 students in each of Classes 1 to 7 and 22 in each of Classes 8 and 9; Band 1 groups 69 students numbered from 1 to 69, Band 2 groups 69 students numbered from 70 to 138, and Band 3 groups 67 students numbered 139 to 205.**

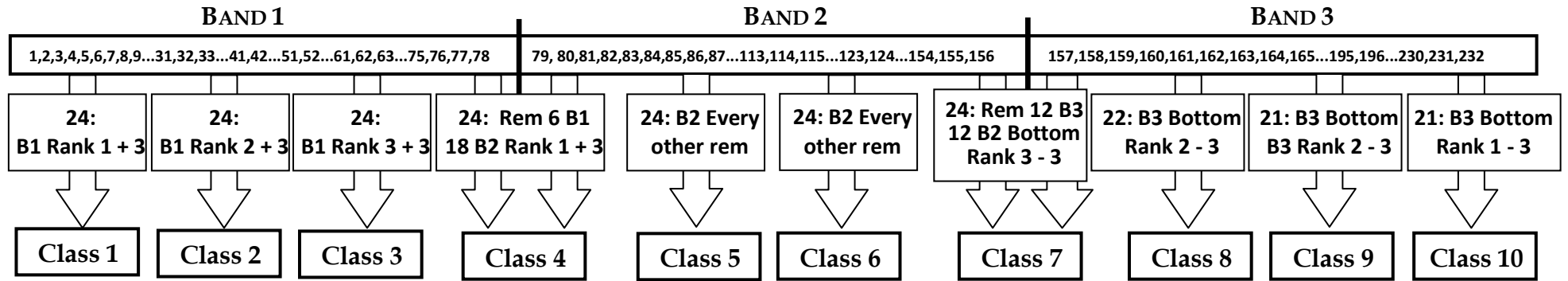


**TEN CLASSES (not more than 240 students)**

Taking the list of students in rank order from the top-placed to the bottom-placed on the basis of the total standardised score:

1. Divide the number of students by 10 to determine size of each class ( $n$ ).
2. Divide the rank ordered list into THREE equal bands (if this is not possible make Band 1 [and possibly also Band 2] the larger of the three) and mark these cutoffs in the rank ordered list.
3. From Band 1 place the student Ranked 1<sup>st</sup> and every third ranked student thereof (in e.g.1: 1<sup>st</sup>, 4<sup>th</sup>, 7<sup>th</sup>, etc...) in Class 1.
4. From Band 1 place the student Ranked 2<sup>nd</sup> and every third ranked student thereof (in e.g.1: 2<sup>st</sup>, 5<sup>th</sup>, 8<sup>th</sup>, etc...) in Class 2.
5. From Band 1 place the student Ranked 3<sup>rd</sup> and every third ranked student thereof (in e.g.1: 3<sup>rd</sup>, 6<sup>th</sup>, 9<sup>th</sup>, etc...) in Class 3.
6. Place the remaining students from Band 1 in Class 4; top up Class 4 by placing the required number of students from Band 2 starting with student Ranked 1<sup>st</sup> and every third ranked student thereof (in e.g.1: 79<sup>th</sup>, 82<sup>nd</sup>, 85<sup>th</sup>, etc...).
7. From Band 3 place the student Ranked 1<sup>st</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 235<sup>th</sup>, 232<sup>nd</sup>, 229<sup>th</sup>, etc...) in Class 10.
8. From Band 3 place the student Ranked 2<sup>nd</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 234<sup>th</sup>, 231<sup>st</sup>, 228<sup>th</sup>, etc...) in Class 9.
9. From Band 3 place the student Ranked 3<sup>rd</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 233<sup>rd</sup>, 230<sup>th</sup>, 227<sup>th</sup>, etc...) in Class 8.
10. Place the remaining students from Band 3 in Class 7; top up Class 7 by placing the required number of students from Band 2 starting with student Ranked 3<sup>rd</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 154<sup>th</sup>, 151<sup>st</sup>, 148<sup>th</sup>, etc...).
11. From Band 2 place EVERY OTHER of the remaining students respectively in Class 5 (80<sup>th</sup>, 83<sup>rd</sup>, 86<sup>th</sup>, etc) and Class 6 (81<sup>st</sup>, 84<sup>th</sup>, 87<sup>th</sup>, etc.)

e.g.1: 232 students - 24 students in each of Classes 1 to 7, 22 in Class 8, and 21 in each of Classes 9 and 10; Band 1 groups 78 students numbered from 1 to 78, Band 2 groups 78 students numbered from 79 to 156, and Band 3 groups 76 students numbered 157 to 232.

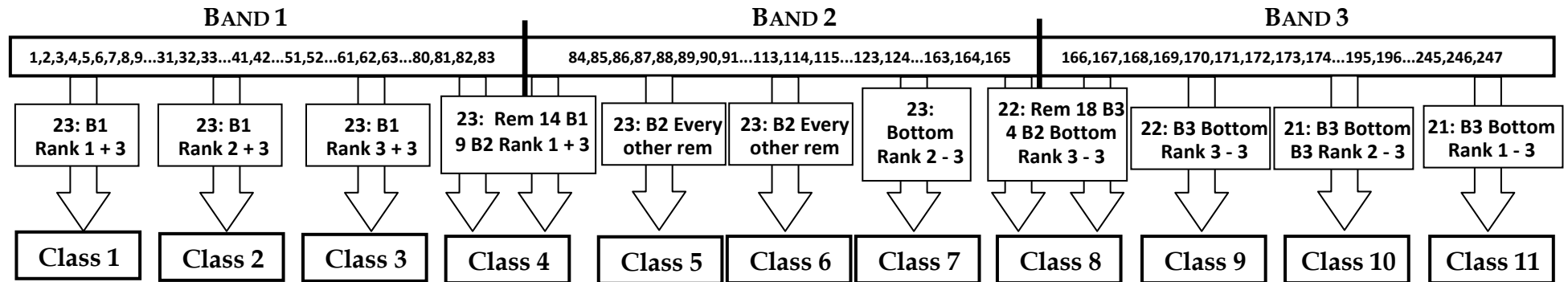


### **ELEVEN CLASSES (not more than 264 students)**

Taking the list of students in rank order from the top-placed to the bottom-placed on the basis of the total standardised score:

1. Divide the number of students by 11 to determine size of each class ( $n$ ).
2. Divide the rank ordered list into THREE approximately equal bands (if this is not possible make Band 1 [and possibly also Band 2] the larger of the three) and mark these cutoffs in the rank ordered list.
3. From Band 1 place the student Ranked 1<sup>st</sup> and every third ranked student thereof as required (in e.g.1: 1<sup>st</sup>, 4<sup>th</sup>, 7<sup>th</sup>, etc...) in Class 1.
4. From Band 1 place the student Ranked 2<sup>nd</sup> and every third ranked student thereof as required (in e.g.1: 2<sup>st</sup>, 5<sup>th</sup>, 8<sup>th</sup>, etc...) in Class 2.
5. From Band 1 place the student Ranked 3<sup>rd</sup> and every third ranked student thereof as required (in e.g.1: 3<sup>rd</sup>, 6<sup>th</sup>, 9<sup>th</sup>, etc...) in Class 3.
6. Place the remaining students from Band 1 in Class 4; top up Class 4 by placing the required number of students from Band 2 starting with student Ranked 1<sup>st</sup> and every third ranked student thereof (in e.g.1: 84<sup>th</sup>, 87<sup>th</sup>, 90<sup>th</sup>, etc...).
7. From Band 3 place the student Ranked 1<sup>st</sup> from the BOTTOM and every third ranked student thereof as required (in e.g.1: 247<sup>th</sup>, 244<sup>th</sup>, 241<sup>st</sup>, etc...) in Class 11.
8. From Band 3 place the student Ranked 2<sup>nd</sup> from the BOTTOM and every third ranked student thereof as required (in e.g.1: 246<sup>th</sup>, 243<sup>rd</sup>, 240<sup>th</sup>, etc...) in Class 10.
9. From Band 3 place the student Ranked 3<sup>rd</sup> from the BOTTOM and every third ranked student thereof as required (in e.g.1: 245<sup>th</sup>, 242<sup>bd</sup>, 239<sup>th</sup>, etc...) in Class 9.
10. Place the remaining students from Band 3 in Class 8; top up Class 8 by placing the required number of students from Band 2 starting with student Ranked 1<sup>st</sup> from the BOTTOM and every third ranked student thereof (in e.g.1: 163<sup>rd</sup>, 160<sup>th</sup>, 157<sup>th</sup>, etc...).
11. From Band 2 place the student Ranked 2<sup>nd</sup> from the BOTTOM and every third ranked student thereof as required (in e.g.1: 164<sup>th</sup>, 161<sup>st</sup>, 158<sup>th</sup>, etc...) in Class 7.
12. From Band 2 place EVERY OTHER of the remaining students respectively in Class 5 (85<sup>th</sup>, 89<sup>rd</sup>, 95<sup>th</sup>, etc) and Class 6 (86<sup>th</sup>, 92<sup>nd</sup>, 109<sup>th</sup>, etc.)

e.g. 1: 247 students - 23 students in each of Classes 1 to 7, 22 in Classes 8 and 9, and 21 in each of Classes 10 and 11; Band 1 groups 83 students numbered from 1 to 83, Band 2 groups 82 students numbered from 84 to 165, and Band 3 groups 82 students numbered 166 to 247.





### **FIFTEEN CLASSES (not more than 360 students)**

Taking the list of students in rank order from the top-placed to the bottom-placed on the basis of the total standardised score:

1. Divide the number of students by 15 to determine size of each class ( $n$ ).
2. Divide the rank ordered list into THREE approximately equal bands (commensurate with the sizes of the classes within each band) and mark these cutoffs in the rank ordered list.
3. From Band 1 place the student Ranked 1<sup>st</sup> and every fifth ranked student thereof (in e.g.1: 1<sup>st</sup>, 6<sup>th</sup>, 11<sup>th</sup>, etc...) in Class 1.
4. From Band 1 place the student Ranked 2<sup>nd</sup> and every fifth ranked student thereof (in e.g.1: 2<sup>st</sup>, 7<sup>th</sup>, 12<sup>th</sup>, etc...) in Class 2.
5. From Band 1 place the student Ranked 3<sup>rd</sup> and every fifth ranked student thereof (in e.g.1: 3<sup>rd</sup>, 8<sup>th</sup>, 13<sup>th</sup>, etc...) in Class 3.
6. From Band 1 place the student Ranked 4<sup>th</sup> and every fifth ranked student thereof (in e.g.1: 4<sup>th</sup>, 9<sup>th</sup>, 14<sup>th</sup>, etc...) in Class 4.
7. From Band 1 place the student Ranked 5<sup>th</sup> and every fifth ranked student thereof (in e.g.1: 5<sup>th</sup>, 10<sup>th</sup>, 15<sup>th</sup>, etc...) in Class 5.
8. From Band 2 place the student Ranked 1<sup>st</sup> and every fifth ranked student thereof (in e.g.1: 116<sup>th</sup>, 121<sup>st</sup>, 126<sup>th</sup>, etc...) in Class 6.
9. From Band 2 place the student Ranked 2<sup>nd</sup> and every fifth ranked student thereof (in e.g.1: 117<sup>th</sup>, 122<sup>nd</sup>, 127<sup>th</sup>, etc...) in Class 7.
10. From Band 2 place the student Ranked 3<sup>rd</sup> and every fifth ranked student thereof (in e.g.1: 118<sup>th</sup>, 123<sup>rd</sup>, 128<sup>th</sup>, etc...) in Class 8.
11. From Band 2 place the student Ranked 4<sup>th</sup> and every fifth ranked student thereof (in e.g.1: 119<sup>th</sup>, 124<sup>th</sup>, 129<sup>th</sup>, etc...) in Class 9.
12. From Band 2 place the student Ranked 5<sup>th</sup> and every fifth ranked student thereof (in e.g.1: 120<sup>th</sup>, 125<sup>th</sup>, 130<sup>th</sup>, etc...) in Class 10.
13. From Band 3 place the student Ranked 1<sup>st</sup> from the BOTTOM and every fifth ranked student thereof (in e.g.1: 341<sup>st</sup>, 336<sup>th</sup>, 331<sup>st</sup>, etc...) in Class 11.
14. From Band 3 place the student Ranked 2<sup>nd</sup> from the BOTTOM and every fifth ranked student thereof (in e.g.1: 340<sup>th</sup>, 335<sup>th</sup>, 330<sup>th</sup>, etc...) in Class 12.
15. From Band 3 place the student Ranked 3<sup>rd</sup> from the BOTTOM and every fifth ranked student thereof (in e.g.1: 339<sup>th</sup>, 334<sup>th</sup>, 329<sup>th</sup>, etc...) in Class 13.
16. From Band 3 place the student Ranked 4<sup>th</sup> from the BOTTOM and every fifth ranked student thereof (in e.g.1: 338<sup>th</sup>, 333<sup>rd</sup>, 328<sup>th</sup>, etc...) in Class 14.
17. From Band 3 place the student Ranked 5<sup>th</sup> from the BOTTOM and every fifth ranked student thereof (in e.g.1: 337<sup>th</sup>, 332<sup>nd</sup>, 327<sup>th</sup>, etc...) in Class 15.

e.g.1: 341 students – 23 students in each of Classes 1 to 11, and 22 in each of Classes 12 to 15; Band 1 groups 115 students numbered from 1 to 115, Band 2 groups 115 students numbered from 116 to 230, and Band 3 groups 111 students numbered 231 to 341.

