

The Student Sorting Kit

Design Level 3 – Trendy Girls' School

On all slides, click the mouse to go on

Press Esc to end

School Details

Trendy School has:

- A six-form entry girls-only intake
- 3 main feeder schools
- Students across the academic spectrum
- Students with very varied English Language levels
- 4 main general ethnic groups
- Information about friends supplied
- Information about “keep-aways” known

Extra Information

Trendy school gives an entry examination and makes a note of certain students who would benefit from being placed with experienced teachers

- The examination is marked as a percentage
- The Head of Year “pins” some students to certain tutors

Requirements

Trendy School wants to make 6 tutor groups with

- Equal numbers of children in each
- An even distribution of students from the 3 main feeders
- Equal ratios of abilities, as measured by the entry test
- Equal distributions of students with “attitude”!
- Equal distributions of the main general ethnic groups
- Equal distributions of the English Language levels
- Students placed with positive friends
- Students with negative relationships kept apart

Student Details

The Head of Year gathers the following information:

- Surnames and forenames
- Attitude indicator (G = Good, A = Average, P = Poor)
- Feeder school name
- Ability indicator (as a percentage)
- EAL indicator (1 = Severe, 2 = Moderate, 3 = Mild, 4 = Almost Fluent)
- Ethnic Indicator (Pakistani, Indian, White UK, White Other, Black African)
- The names of student friends
- The names of student “enemies”
- Details of students needing to be placed in a particular class

Step 1 – Factor Sheet

General Options

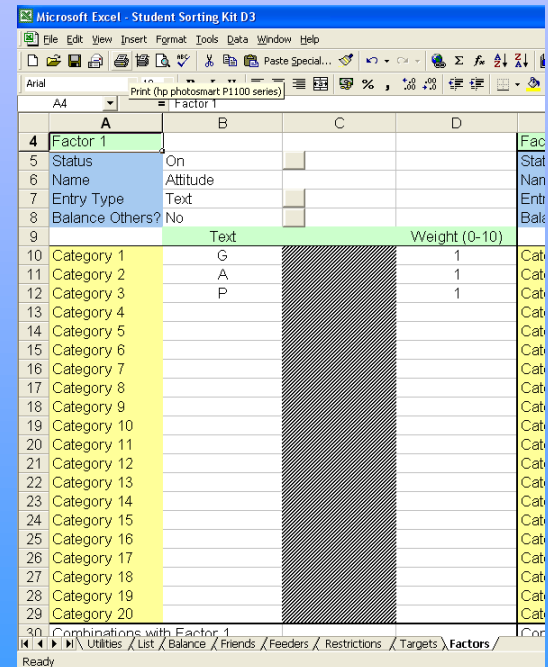
	A	B	C	D	E	F	G	H	I
1	Max Classes =	10	min=2, max=50	Student Weight =	1	min=1, max=10	Friend Cols =	2	min=1, max=20
2	Link Method =	Initial+Surname		Restrict Cols =	2	min=1, max=20	Anti Cols =	2	min=1, max=20
3	Don't forget to press the "Bulk" button on the Utilities sheet after you have finished here								
4	Factor 1				Factor 2				Factor 3

- Max Classes = 10 (only 6 tutor groups but include some more just in case!)
- Link Method = Initial+Surname (Format used to describe friends and enemies)
- Student Weight = 1 (A student counts as one person)
- **Restriction Cols = 2 (One will be used to pin students to particular classes)**
- Friend Cols = 2 (2columns for the input of friends)
- Anti Cols = 2 (2columns for the input of enemies)

Step 2 – Factor Sheet

Factor 1:

- Click Status button to “On”
- Write in the name as “Attitude”
- Click the Entry Type button to “Text”
- Leave the “Balance Others” as “No”
- Set the categories to “G”, “A” and “P”
- Give them a weighting of “1”



The screenshot shows a Microsoft Excel spreadsheet titled "Microsoft Excel - Student Sorting Kit D3". The spreadsheet is set up for a factor named "Factor 1". The data is organized as follows:

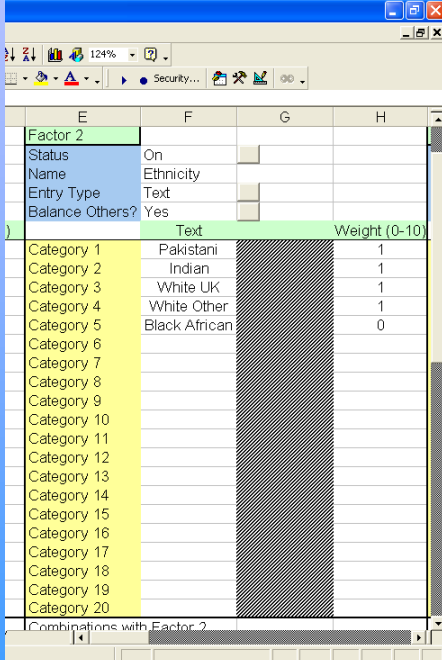
	A	B	C	D	
4	Factor 1				Fac
5	Status	On			Stat
6	Name	Attitude			Nan
7	Entry Type	Text			Entr
8	Balance Others?	No			Bals
9		Text		Weight (0-10)	
10	Category 1	G		1	Cat
11	Category 2	A		1	Cat
12	Category 3	P		1	Cat
13	Category 4				Cat
14	Category 5				Cat
15	Category 6				Cat
16	Category 7				Cat
17	Category 8				Cat
18	Category 9				Cat
19	Category 10				Cat
20	Category 11				Cat
21	Category 12				Cat
22	Category 13				Cat
23	Category 14				Cat
24	Category 15				Cat
25	Category 16				Cat
26	Category 17				Cat
27	Category 18				Cat
28	Category 19				Cat
29	Category 20				Cat

The status bar at the bottom indicates the current selection is "Combinations with Factor 1" and the active sheet is "Factors".

Step 3 – Factor Sheet

Factor 2:

- Click Status button to “On”
- Write in the name as “Ethnicity”
- Click the Entry Type button to “Text”
- Change the “Balance Others” as “Yes” *
- Set the main ethnic categories
- Give them a weighting of “1”
- Including “Black African” with a weighting of zero will allow the Head of Year to see in which classes they have been placed without actually distributing them evenly across the year group



The screenshot shows a software window titled 'Security...' with a toolbar and a data table. The table has columns E, F, G, and H. The data is as follows:

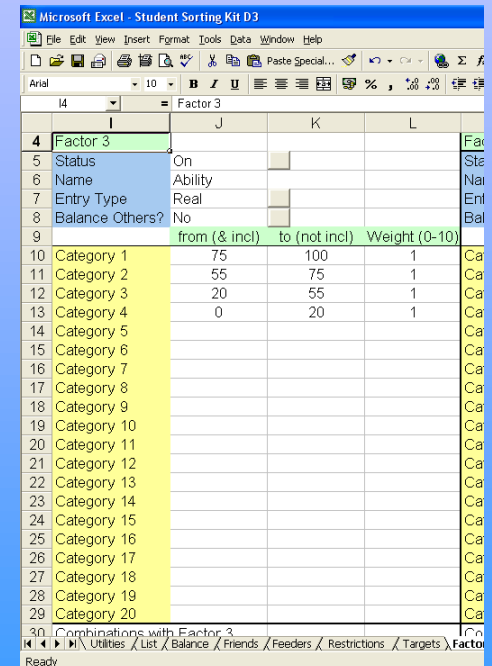
	E	F	G	H
Factor 2				
Status	On			
Name	Ethnicity			
Entry Type	Text			
Balance Others?	Yes			
	Text		Weight (0-10)	
Category 1	Pakistani			1
Category 2	Indian			1
Category 3	White UK			1
Category 4	White Other			1
Category 5	Black African			0
Category 6				
Category 7				
Category 8				
Category 9				
Category 10				
Category 11				
Category 12				
Category 13				
Category 14				
Category 15				
Category 16				
Category 17				
Category 18				
Category 19				
Category 20				

* *There are a lot of “Others”*

Step 4 – Factor Sheet

Factor 3:

- Click Status button to “On”
- Write in the name as “Ability”
- Click the Entry Type button to “Real”
- Click to set the “Balance Others?” to “No”
- Set the categories to “75-100”, “55-75” etc
- Give them a weighting of “1”

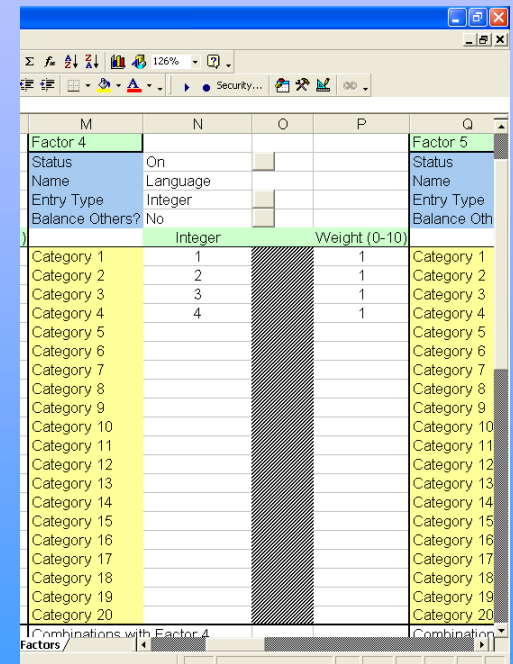


	from (& incl)	to (not incl)	Weight (0-10)	
Factor 3				Fac
Status	On			Sta
Name	Ability			Na
Entry Type	Real			Ent
Balance Others?	No			Bal
Category 1	75	100	1	Ca
Category 2	55	75	1	Ca
Category 3	20	55	1	Ca
Category 4	0	20	1	Ca
Category 5				Ca
Category 6				Ca
Category 7				Ca
Category 8				Ca
Category 9				Ca
Category 10				Ca
Category 11				Ca
Category 12				Ca
Category 13				Ca
Category 14				Ca
Category 15				Ca
Category 16				Ca
Category 17				Ca
Category 18				Ca
Category 19				Ca
Category 20				Ca

Step 5 – Factor Sheet

Factor 4:

- Click Status button to “On”
- Write in the name as “Language”
- Click the Entry Type button to “Integer”
- Leave the “Balance Others” as “No”
- Set the categories to “1”, “2”, “3” and “4”
- Give them a weighting of “1”



The screenshot shows a software window titled "Security..." with a toolbar and a grid of settings. The grid is organized into columns M, N, O, P, and Q. The settings for Factor 4 are as follows:

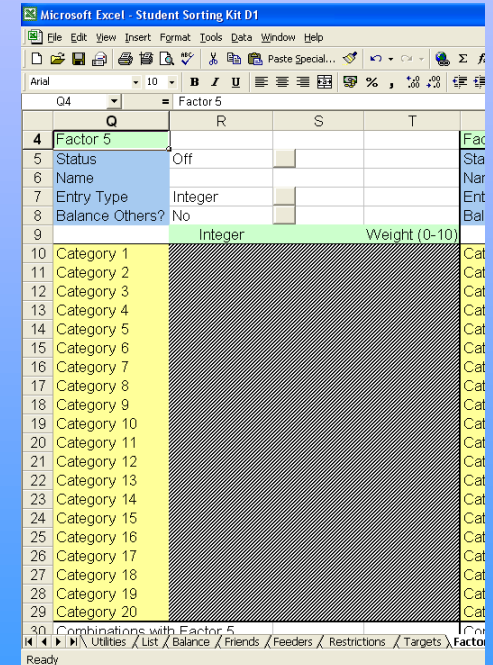
	M	N	O	P	Q
Factor 4					Factor 5
Status	On				Status
Name	Language				Name
Entry Type	Integer				Entry Type
Balance Others?	No				Balance Oth
	Integer			Weight (0-10)	
Category 1	1			1	Category 1
Category 2	2			1	Category 2
Category 3	3			1	Category 3
Category 4	4			1	Category 4
Category 5					Category 5
Category 6					Category 6
Category 7					Category 7
Category 8					Category 8
Category 9					Category 9
Category 10					Category 10
Category 11					Category 11
Category 12					Category 12
Category 13					Category 13
Category 14					Category 14
Category 15					Category 15
Category 16					Category 16
Category 17					Category 17
Category 18					Category 18
Category 19					Category 19
Category 20					Category 20

The bottom of the window shows a status bar with the text "Combinations with Factor 4" and "Factors /".

Step 6 – Factor Sheet

Other Factors:

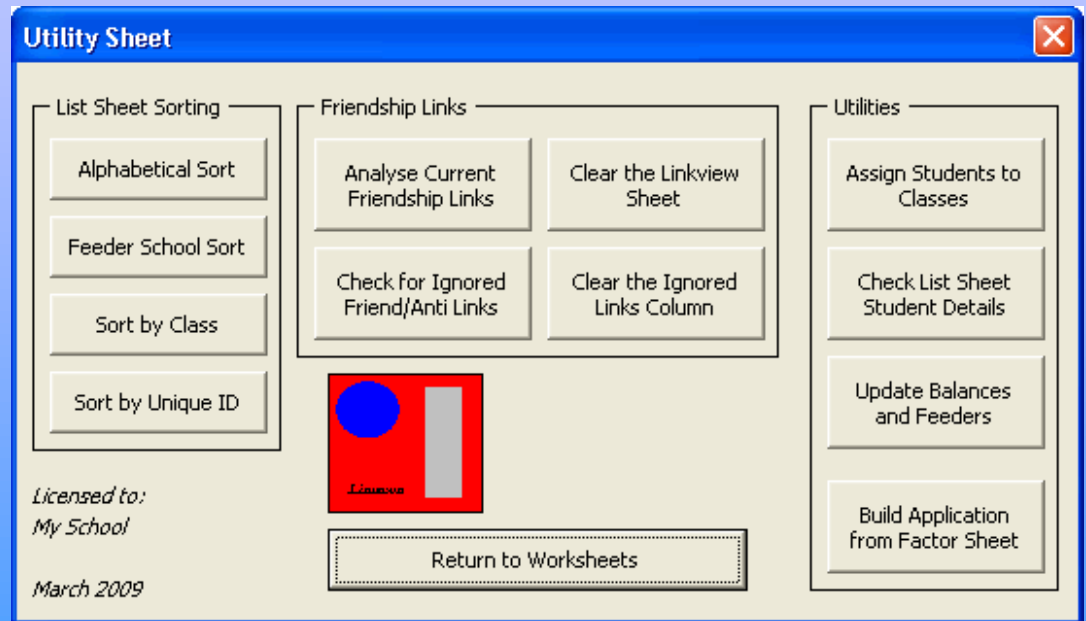
- Turn off all unwanted factors



Step 7 – Utilities Sheet

Building your own application:

- Click the *Utilities* sheet
- Press the “Build Application from Factor Sheet” button
- Answer yes when asked for confirmation



Step 8 – List Sheet

Entering student information:

- The columns are now ready
- Enter the student information
- Enter the restrictions to pin a particular student to a single class in the first Restriction column

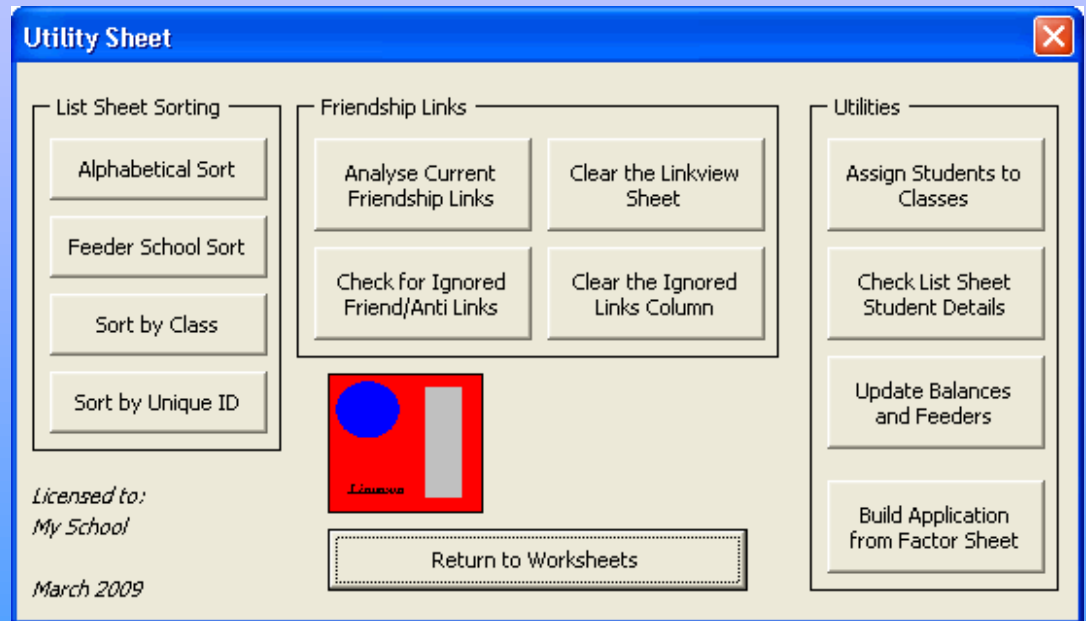
The screenshot shows a Microsoft Excel spreadsheet titled "Student Sorting Kit 2009.xls". The spreadsheet contains a list of students with various attributes. The columns are labeled as follows:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Surname	Forename	Factor	Factor	Factor	Factor	Factor	Factor	Feeder	Friendships	Friend	Friend	Friend	Friend	Keep Away
2			Gender	Ethnicity	Ability	Behaviour	Learning	Language	School	Friend	Friend	Friend	Friend	Anli	Ant
3	Abram	Achilles	M	White UK	7.2				Alkham Road Junior	T Tokam S Atwali					
4	Abriel	Hassan	M	White UK	6.8				Oldham Park Primary	T Tokam S Atwali					
5	Atwali	Shranjeet	F	Indian	9				Alkham Road Junior						
6	Bactavatchala	Mimiha	F	Pakistani	5.2				Potter Colvin Primary	H Deel					
7	Bag	Rupa	F	White UK	3.8	1	2		Hinchel Junior	S Kaur					
8	Benchford	Deborah	F	Indian	1.1		1		Alkham Road Junior						H Bhudia
9	Bhudia	Heena	F	White UK	4.5				Alkham Road Junior						
10	Biddle	Laura	F	White UK	8				Greenhill Junior						
11	Biddle	Luke	M	White UK	7.3				All Souls Junior						
12	Bleachin	Tejpal	M	White UK	9.2	2			Nearham Green Primary						Z Khan A Mal
13	Blunkell	Sarah	F	White Other	Unknown				Hinchel Junior	A Kumar					
14	Bontasar	Rachel	F	White UK	7.9				Whitehall Primary						
15	Booker	Nilesh	M	Pakistani	9.1				Greenhill Junior						
16	Chaudry	Aqan	M	White UK	4		1		Greenhill Junior	N Booke H Cimonon					L Biddle
17	Chohan	Razeena	F	White UK	3.3		2		Alkham Road Junior						
18	Chuhan	Flick	M	Other	6.3				Hinchel Junior						M Johnson
19	Cimonon	Harveen	F	Indian	9			2	Greenhill Junior						
20	Clarkes	Michael	M	Bangladesh	8.5				Alkham Road Junior	A Din					
21	Colliss	Tiguron	M	Indian	6.8				Oldham Park Primary						
22	Cooper	Harry	M	White UK	Abs				Tottenham Lower	H Cooper1					
23	Cooper1	Helen	F	White UK	7.6				Tottenham Lower	E Van Lima					
24	Crampon	Mark	M	Bangladesh	4.6			1	Alkham Road Junior						
25	Curzon	Charlotte	F	White Other	7.9				Alkham Road Junior	Z Simps/D Martiz R Ford					
26	Dale	Robson	M	White UK	6.4				Waters Primary	G Sidhu R Vitosa					
27	Delphadi	Olukorede	M	White Other	3.4			1	Alkham Road Junior						
28	Denton	Roney	F	White UK	5.1				St Benedictine's RC Primary						
29	Deol	Hematage	M	Chinese	2.4				Potter Colvin Primary	M Bactavatchalam					
30	Devgun	Hardip	M	White UK	3.8			2	Alkham Road Junior	A Din					
31	Devguntha	Meena	F	Indian	7.4				Alkham Road Junior						
32	Digpal	Hantha	M	Black Aficar	6.9				Alkham Road Junior	A Din					
33	Dimanche	Courtney	M	White Other	Abs				Greenhill Junior						

Step 9 – Utilities Sheet

Building your own application:

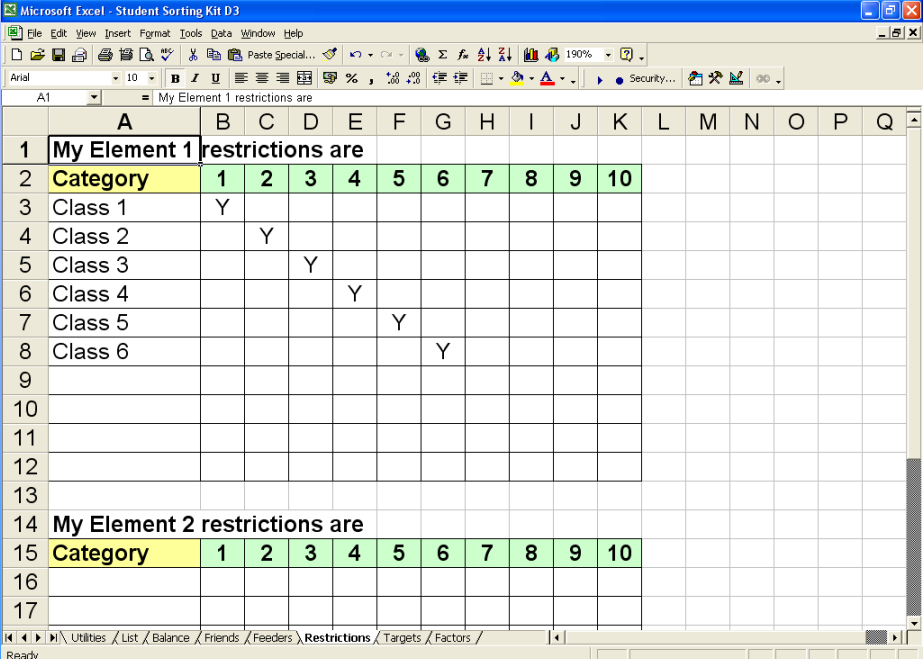
- Click the *Utilities* sheet
- Press the “Update Balances and Feeders” button



Restrictions Sheet

Setting the language restrictions:

- Click on the *Restrictions* sheet
- Columns are your classes
- Rows are restriction categories
- Place a “Y” under each class available to each category



The screenshot shows a Microsoft Excel window titled "Microsoft Excel - Student Sorting Kit D3". The active sheet is "Restrictions". The spreadsheet contains two tables of restriction categories and classes. The first table, "My Element 1 restrictions are", has a header row with "Category" and columns 1-10. The second table, "My Element 2 restrictions are", has a header row with "Category" and columns 1-10. The data rows show "Y" in various cells, indicating restrictions for specific classes.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	My Element 1 restrictions are																
2	Category	1	2	3	4	5	6	7	8	9	10						
3	Class 1	Y															
4	Class 2		Y														
5	Class 3			Y													
6	Class 4				Y												
7	Class 5					Y											
8	Class 6						Y										
9																	
10																	
11																	
12																	
13																	
14	My Element 2 restrictions are																
15	Category	1	2	3	4	5	6	7	8	9	10						
16																	
17																	

Class 1 students will be pinned to Class1, Class 2 students will be pinned to Class 2 etc

Design Complete

The Kit is now customised according to your wishes:

- Now use “Save As” to back it up
- Choose a new name for it
- Every time you make changes....

BACK IT UP!

