

Limacon - Administrational Applications for Schools

The Student Sorting Kit 2010

First developed in 1999, the Student Sorting Kit is now used by Heads of Year and admissions staff throughout the U.K. to produce balanced tutor groups and subject classes. This flexible and powerful application lends itself to easy customisation to suit your exact requirements. You can:

- ◆ Specify friendship groups to maintain;
- ◆ Keep certain children apart;
- ◆ Produce classes balanced by any factors of your choice (gender, ability, ethnic background, previous school, special needs etc);
- ◆ Restrict certain children to specific classes for curriculum purposes;
- ◆ Produce subject classes with equal numbers of students from each tutor group or house.

1	A	B	C	D	E	F	G	H	I
2	Surname	Forename	Factor	Gender	Factor	Factor	Factor	Factor	Feeder School
3									
3	Abram	Achilles	M	White UK	7.2				Alkham Road Junior
4	Abriel	Hassan	M	White UK	6.8				Oldham Park Primar
5	Abwalli	Shranjeet	F	Indian	9				Alkham Road Junior
6	Bactavatchala	Mintha	F	Pakistani	5.2				Potter Colvin Primar
7	Barji	Rupa	F	White UK	3.8	1	2		Hinchel Junior
8	Benchford	Deborah	F	Indian	1.1		1		Alkham Road Junior
9	Bhudia	Heena	F	White UK	4.5				Alkham Road Junior
10	Biddle	Laura	F	White UK	8				Greenhill Junior
11	Biddle1	Luke	M	White UK	7.3				All Souls Junior
12	Bleachin	Tejpal	M	White UK	9.2	2			Nearham Green Prin
13	Blunkell	Sarah	F	White Other Unknown					Hinchel Junior
14	Bontasar	Rachel	F	White UK	7.9				Whitehall Primary
15	Booker	Nilesh	M	Pakistani	9.1				Greenhill Junior
16	Chaudry	Arjan	M	White UK	4		1		Greenhill Junior
17	Chohan	Razeena	F	White UK	3.3		2		Alkham Road Junior
18	Chuhan	Flick	M	Other	6.3				Hinchel Junior
19	Cimonon	Harveen	F	Indian	9		2		Greenhill Junior
20	Clarkes	Michael	M	Bangladesh	8.5				Alkham Road Junior
21	Colliss	Tiguvon	M	Indian	6.8				Oldham Park Primar
22	Cooper	Harry	M	White UK	4.5				Tottenham Lower

Utility Sheet

List Sheet Sorting

Alphabetical Sort

Feeder School Sort

Sort by Class

Sort by Unique ID

Friendship Links

Analyse Current Friendship Links

Clear the Linkview Sheet

Check For Ignored Friend/Anki Links

Clear the Ignored Links Column

Utilities

Assign Students to Classes

Check List Sheet Student Details

Update Balances and Feeders

Build Application from Factor Sheet

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My School

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Return to Worksheets

The "List" Sheet

The "Utilities" Sheet

Most of the relevant student information can be copied direct from your school's student database. As you receive information from your feeder schools you can record details of those students you wish to place together or apart and then, after setting up your own balancing factors, a press of a button on the "Utilities" sheet will produce your classes automatically.

Once the students have been assigned, you can view the "Balance", "Friends", "Linkview" and "Feeders" sheets which provide you with complete information about the make-up of each class and the details of each friendship group. The class balances can be automatically recalculated should you wish to make manual changes to student memberships.

1	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	F
2	Students	1	2	3	4	5	6	7	8	9	10	11	12	NC		
3	Students	32	32	32	32	32	32	31	32	0	0	0	0	0	0	0
4	Gender	1	2	3	4	5	6	7	8	9	10	11	12	NC		
5	M	17	17	17	18	17	17	17	17	0	0	0	0	0	0	0
6	F	15	15	15	14	15	14	15	0	0	0	0	0	0	0	0
7	Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8	Ethnicity	1	2	3	4	5	6	7	8	9	10	11	12	NC		
9	Pakistani	3	3	4	3	4	3	4	4	0	0	0	0	0	0	0
10	Indian	7	7	6	7	7	7	7	7	0	0	0	0	0	0	0
11	White UK	12	14	13	13	13	13	13	0	0	0	0	0	0	0	0
12	White Other	3	2	2	3	2	2	2	2	0	0	0	0	0	0	0
13	Black African	2	0	1	1	0	1	0	1	0	0	0	0	0	0	0
14	Other	5	6	5	6	6	6	5	5	0	0	0	0	0	0	0
15	Ability	1	2	3	4	5	6	7	8	9	10	11	12	NC		
16	7.5 to 10	7	8	7	7	8	8	7	8	0	0	0	0	0	0	0
17	5.5 to 7.5	10	10	9	10	10	10	9	10	0	0	0	0	0	0	0
18	2 to 5.5	11	12	13	11	11	12	11	11	0	0	0	0	0	0	0
19	0 to 2	1	1	2	1	1	2	2	0	0	0	0	0	0	0	0
20	Other	2	1	2	2	2	1	2	1	0	0	0	0	0	0	0

The "Balance" Sheet

1	A	B	C	D	E	F	G	H	I
2	Linkview Sheet	Surname	Forename	Factor	Gender	Factor	Factor	Factor	Feeder School
3									
3	Abram	Achilles	M	White UK	7.2				Alkham Road Junior
4	Abriel	Hassan	M	White UK	6.8				Oldham Park Primar
5	Abwalli	Shranjeet	F	Indian	9				Alkham Road Junior
6	Tokamo	Tobechi	M	White UK	6.8			1	Heath Hall Primary
7	Blunkell	Sarah	F	White Other Unknown					Hinchel Junior
8	Kumar	Aswathy	F	Indian	5.6				Hinchel Junior
9	Booker	Nilesh	M	Pakistani	9.1				Greenhill Junior
10	Chaudry	Arjan	M	White UK	4		1		Greenhill Junior
11	Cimonon	Harveen	F	Indian	9			2	Greenhill Junior
12	Granger	Luke	M	White UK	2.4				Greenhill Junior
13	Mayers	Oliver	M	Other	6.4			2	Greenhill Junior
14	Denton	Roney	F	White UK	5.1				St Benedictine's RC
15	Bactavatchala	Mintha	F	Pakistani	5.2				Potter Colvin Primar
16	Deol	Hematage	M	Chinese	2.4				Potter Colvin Primar
17	Edwards	Michael	M	White UK	6.6				Hinchel Junior
18	Farook	Asach	M	Indian	3.5				Hinchel Junior
19	Farooq	Usmartin	M	Black African	4.1	1			Hinchel Junior
20	Genvalis	Graham	M	Indian	7.4				St Benedictine's RC
21	Halal	Mbab	F	White UK	7.4		1		Greenhill Junior
22	Kinghorn	Lynne	F	Indian	0.3				Greenhill Junior

The "Linkview" Sheet

The balances shown on the previous page were achieved when sorting 255 students into 8 tutor groups. Friendship groups of maximum size 5 were allowed whilst all mutually antagonistic students were separated. The classes were balanced by gender, ethnicity, ability, special educational needs (behaviour, learning and language) and previous school.

Some comments from users of the Kit:

- ◆ *"I can't believe it. I've just done in a few minutes what took me days last year. What's more, I can see what a good job I've done! Thanks."*
- ◆ *"I have been using it for the past two years and everyone here thinks it is brilliant - much better than anything else we tried before."*
- ◆ *"I can't tell you how impressed we are with your programme. It has coped so well with our large numbers, feeders etc."*
- ◆ *"I am delighted with the scope of the programme. It has worked perfectly once again!"*
- ◆ *"We've just used the programme for the first time and would like to say a big thanks for saving our Year Team two weekends of work. We are very impressed."*
- ◆ *"Thank you so much for your help. Your wonderful programme did exactly what was asked of it."*

Only a basic knowledge of Microsoft Excel is required as all operations such as sorting routines and student detail checks can be performed from one simple control panel. The application can be used in many ways such as splitting a year-group into tutor groups, half-year groups into subject classes, two classes into three classes and so on.

How many schools are using the Kit? More than 1800 U.K. schools are registered to use the application. As well as using it to produce balanced tutor groups we know that it has also been used to arrange balanced groups of students for conference days, school trips and teams for sporting activities.

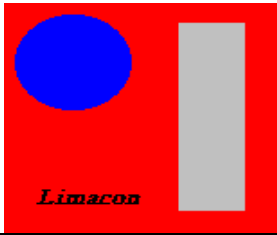
How much does it cost? For a one-off payment of £72 you will receive a CD containing the Sorting Kit, a licence for its use, the Instruction Booklet and accompanying PowerPoint presentations. This payment also entitles you to full telephone and e-mail support. The Kit is supplied pre-loaded with a fictitious year so that you can experiment and experience the power of the programme before using it to sort your own students.

If you would like to purchase the **Student Sorting Kit 2010**, please complete the attached form and send it with full payment or a school purchase order to the address shown. Alternatively, if you would like further information you can visit our Student Sorting website at www.limacon.org.uk (containing more detailed images and some useful freeware programs) or contact us at:

email: limacon@btinternet.com or telephone: 020 8881 2775

Yours sincerely

P S Vant (*Limacon*)



Please send me the **Student Sorting Kit 2010** for Microsoft Excel. I enclose:

- a cheque for £72

or

- an official school Purchase Order no: _____

This will entitle my school to the utility and its use for an unlimited period.

I understand that the application is licensed for use exclusively at my school and cannot be given or sold on to any third party.

Signature on behalf of Licensee

Contact Name:

School:

Address:
.....
.....
.....
.....

Telephone Number:

Please make cheques payable to **Limacon** and return to the address below.