Use this page to set up class groups, selecting ‘Maintain Class Groups’ from the ‘Your Options’ panel. This will help the process of entering data for your new entrants.

- To add a class group, type into the box beside **Teacher/Class Group**. Classes can be identified by the teacher’s name or by any label used in the school to identify classes, e.g. Red Class, Junior Infants 1 etc.

- Choose the Medium of Instruction of the class, selecting from the drop-down menu beside **Class MOI**:  
  If **Irish** is the normal language of communication with the class for **all subjects (activities) except the teaching of English**, choose **G (All Irish)** from the drop-down menu.
  
  If **Irish** is used as the normal language of communication with the class for **at least one subject (activity) other than Irish**, choose **M (English and Irish)** from the drop-down menu.
  
  If **Irish** is **not** used as the normal language of communication with the class for **any subject (activity) other than Irish**, choose **N (All English)** from the drop-down menu.

- **Class Type** is used to identify whether the class is a Mainstream or Special class. If the class is Mainstream choose ‘Mainstream’ from the drop-down list. If the class is a Special class please select the official designated category of special need type taught by the recognised Special Class Teacher.

- Once the three parameters have been completed click ‘Add’ and the teacher will appear in ‘Maintain Class Grouping’ below. This area also shows the number of pupils assigned to a teacher.