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Nova Scotia Student Information System

Nova Scotia Public Education System

Class Size Report

User Guide

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Class size is an important consideration in our public education system. With all Nova Scotia schools online, PowerSchool allows us the opportunity to calculate class size data more consistently, accurately and efficiently.

This reference guide will explain how class size is being derived, how to run the reports, and how to troubleshoot anomalies at each grade level.

Definition of a Class Size
A class is defined as a group of students in the same room, at the same time, with a teacher. In PowerSchool this is calculated by grouping: the school, term (time), expression (time), room and teacher. Students are counted to arrive at a class size figure.

There are a number of courses and situations in schools where the sections do not accurately represent a class and should not be included in the class size report; a school will exclude the following section types.

Alternate School: Sections created for students who are retained in a home school but are attending an alternative school.

Independent Study: Sections created for students who have been approved for independent study credits.

NS Virtual School: Sections created for students that are taking distance education courses.

Resource: Sections created to accommodate students who are in a resource class.

1   GRADE P-6 CLASS SIZE

Class size is defined as the number of students in each homeroom from grade levels P-6 (homerooms with pre-primary students do not display on this report).

The report uses the HOMEROOM ATTENDANCE ONLY AM PR TO 6 course and the HRMATTAMP6 sections are grouped by time, location and teacher, using the following:

- School
- Term
- Expression
- Room
- Teacher

2 GRADE 7-9 CLASS SIZE

Class size is calculated using the English Language Arts courses (ENG and ENGIP) or, in CSAP, the French Language Arts courses. Schools can also choose to run the report based on all junior high sections.

Sections are grouped by time and location using the following:

- School
- Term
- Expression
- Room
- Teachers and courses are calculated based on grouping. For example, ENG7 and ENG7IP held at the same time, in the same room will be grouped together and display the total number of students. Also, if two teachers teach the same course, at the same time, in the same room, the courses will be grouped, and the teachers displayed together.

3 GRADE 10-12 CLASS SIZE

Class size is defined as groups of students in a learning space for a period of instruction, with one or more teachers teaching one or more courses or grade levels, not including the courses and section types as defined below.

- The following courses are not included:
  - Homeroom (HRMATTAM or HRMATTPM)
  - Academic Support (ACCSUP)
  - Scheduling Need (ZMISC72)
  - Study_Library (STLIB)
  - Life_Work Transition (LWT)
  - Daily Living Skills (DLS)
  - Co-op

- Adult high schools are not included in the report.

- Section Types can be used to further define the sections that are offered in a school. The following section types can be added at a school level and will not be included, or they may be reported on separately.
  - Alternate School (AS)
  - Independent Study (IS)
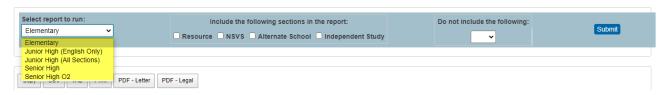 - NS Virtual School (DE)
  - Resource (RS)

- Sections are grouped by time and location using the following:
  - School
  - Expression
  - Term
  - Room
  - Teachers and courses are concatenated based on grouping. For example, ENG10 and ENG10IP held at the same time and in the same room will be grouped together and display the total number of students. Also, if two teachers teach the same course, at the same time and in the same room, the courses will be grouped, and the teachers displayed together.

4 RUNNING THE CLASS SIZE REPORT

From the PowerSchool Start Page, click **Data and Reporting**, then **Custom Reports**. Under the section **Enrolment**, then click **Class Size Report**.

- Set your report criteria:
  - Select the grade level for your report, as above each level has its own definition of class size.
    - Elementary - based on HRMATTAMP6 sections only.
    - Junior High (English Only) - will look at the English or French Language Arts course only
    - Junior High (All Sections) – will report on all sections
    - Senior High - will look at all senior high sections
    - Senior High O2 – similar to the Senior High report, but will provide student enrollments by non-O2 and O2 students
  - Do not include the section types
  - IPP students are to be included.

Class Size Information

Select report to run:	Include the following sections in the report:	Do not include the following:	
Elementary	☐ Resource ☐ NSVS ☐ Alternate School ☐ Independent Study		Submit
Elementary			
Junior High (English Only)			
Junior High (All Sections)			
Senior High			
Senior High O2			

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5 COMMON ERRORS

- Incorrect or missing room numbers
- Incorrect expressions (e.g. Eng10 and Eng10IP expressions do not match)
- P-6 students in a combined class in different homeroom sections (they should be in the same homeroom section).

Note: Schools can run this report using any or all filters for reviewing their school information.