



31st March 2023

Dear Parent(s)/Guardian(s) and Upper Five Students,

It has been my pleasure to support your daughter since I became their Head of Year. As a year group, I will remember these students for their enthusiastic, energetic, and ambitious approach. I particularly enjoyed the special moments during the Fauxquets Valley and Sark trips, when I had an opportunity to truly get to know them all on a more personal level. Their ability to pull together has been a credit to them all, particularly in recent months as they have been working towards their Prom. Pulling together whilst fundraising, putting on a movie night for the Lower School and their cake baking have shown a great deal of commitment. I have enjoyed their creativity when presenting tutor group assemblies and their sense of fun in House activities and our recent Upper Five Christmas party. Their hard work, ambition and resilience has not been overlooked and we are so proud of them all.

As we come to the end of the Lent term, this is a crucial time for your daughter, as she embarks on her public examinations. At College, we are all here to support your daughter so that she can be at her best for this important milestone in her education. Please do get in touch if you feel that there is anything further, we can do to support your daughter.

In addition to the examination period, Trinity Term is a busy time. Please see below for some key information about what is coming up over the next few weeks and months:

End of Year Report

A copy of your daughter's final report will be available to view on the Parent Portal by the end of the day. The reports contain the **target grade** that was previously agreed to provide a context for the comments. **This is not a predicted grade.** We hope that the students are encouraged by their reports. If you have any problems accessing the report, please refer to the College ParentPortal webpage or email portal@ladiescollege.ac.gg if you have any difficulties.
<http://www.ladiescollege.com/information/communication-to-parents#portal>

Study Leave

Formal lessons for Upper Five will cease at the end of **Friday 5th May at 15:30pm.** Teachers will be available for optional revision sessions from **Wednesday 10th May until Friday 12th May.** Students are asked to contact their teachers in advance if they wish to attend. **Study Leave formally begins on Monday 15th May** During study leave, students will only be obliged to be in College to sit their Examinations **and to fulfil any other commitments to College (note the Valedictory service on 12th May 10:30am).**

Latin exams take place on Monday 8th (bank holiday) and Wednesday 10th May. Students who are entered for these exams must **register at College no later than 08:15** ready for an 08:30 exam start.

Please note that on Friday 5th May there will be an Upper Five lunch on the front lawn from 12:15 until 13:15 to mark the start of study leave and to wish all Upper Five students' luck for their upcoming GCSE examinations and transition to Sixth Form.

Lockers

Students will be required to clear out their lockers prior to Study Leave. Any items left will be disposed of.

Examination Contingency Days 8th, 15th and 28th June

It is compulsory for all A-level and GCSE students to be on-island for these days, which are national contingency days, should there be broader difficulty in sitting examinations e.g., a lockdown which necessitates the examinations starting later than scheduled, etc. It is not anticipated that this will be needed, nor do students need to attend school on that day unless they are advised. However, students must be on-island should these sessions need to be used by the examination boards.

Registering for Examinations

Official attendance registers are completed for each Examination. However, students are welcome to come to College at any other time to study. They must attend in uniform and must sign in at Reception and sign out when they leave, so that we know who is on site through the day for fire regulation purposes. Students should use the library or any other location that is agreed with us.

If students are ill or running late for an Examination, please contact Reception on 721602 in the first instance.

Sixth Form Valedictory Service – Friday 12th May

The service will be held at St. Stephen's Church and will commence at 10:30am. Students should attend in full, summer uniform. **This is a compulsory College event for all students.**

The Ladies' College / Elizabeth College Prom

I can confirm that The Ladies' College and Elizabeth College Prom is to be held on **Tuesday 27th June at St Pierre Park Hotel, 18:00-22:00.** Tickets for this event will be available, from The Ladies' College reception after Easter.

Book Returns

Textbooks must be returned to College on **Friday 19th June** between 08:30 and 10:30. Further details regarding this will be given to students prior to Study Leave. Library books must be returned to the Librarian by this date too. Students will be given a form to hand in when books are returned. **This must be signed off by me** to avoid any charges being raised by the Finance Department for unreturned books.

Speech Day Friday 30th June at Beau Sejour / Rehearsal at 8:30 - 10:15

This is a compulsory college event. Students are required to register by 13:30 in full uniform, with a start time of 14:00 and an approximate finish time of 15:30.

The Speech Day rehearsal – Beau Sejour - prize winners and musicians will be expected to attend the Speech Day practice at Beau Sejour from 08:30 – 10:15. Musicians will be informed if they are required to play. All prize winners will be notified by letter prior to the event.

House Swimming - Thursday 6th July

This is a compulsory College event. Please ensure your daughter is available on this day. Details will be confirmed nearer the time.

Mark Reading 7th July

This is a compulsory college event. Mark Reading will take place on the morning of 7th July. Your daughter must register with her tutor at 08:25 and will be dismissed with the rest of the College at 12:30. She will be required to wear formal, summer uniform.

Results Day – Thursday 24th August

(I)GCSE Results will be available for collection on **Thursday 24th August from 09:00** from the Reception area at College. Any uncollected results will be posted home. If you know you are going to be away from the Island on Results Day, students should plan to see Mrs Duguid, the Examinations Officer to make alternative arrangements for obtaining results. In this instance, it is possible to email results, but this must be arranged in advance. Students should email Mrs Duguid at sduguid@ladiescollege.ac.gg with the email address they wish to receive results. Please note the request must come from the student, not parent(s).

If students wish to nominate a parent to collect results on the day, photographic ID must be presented at the time of collection. Students should advise Mrs Duguid, in advance, with the name of the person making the collection.

Transition to Sixth Form

Miss Clements, our Head of Sixth Form and the Sixth Form Team, are excited to be able to welcome so many students to our Sixth Form in September and have already started our Sixth Form transition process. It was a pleasure to welcome Upper Five to the Leaf Centre earlier this half term to speak to our Head Girl Team, and incoming team, about life in the Sixth Form and to answer any questions. We have many more events planned in the run up to the students beginning in September. These should give students an opportunity to meet new students and ask further questions prior to the Michaelmas term. Miss Clements will keep you updated of all dates and events and, in addition, will be sending an information letter to parents after Easter.

I would like to take this opportunity to wish the students the very best of luck with their forthcoming examinations. It has been my pleasure to be their Year Coordinator since they were in the first stages of making their GCSE choices, back in Upper Four. I have watched them grow into responsible and kind young women and I am proud to have been a part of their College journey. I also look forward to seeing the girls in their new Sixth Form uniform come September and hope that they will still find time to have a chat and a smile with their former YC, who is incredibly proud of them.

We all look forward to seeing some great results in August, which reflect the positive approach and engagement that students have made since joining The Ladies' College.

Please get in touch if you have any queries.

Yours sincerely,

Belinda Smith

Mrs Belinda Smith

Senior School Co-ordinator (Upper Five)



The Ladies' College Guernsey

Diary Dates

Upper Five and Upper Sixth

Friday 5 th May	Upper Five Study Leave commences from 15:30.
Monday 8 th May	Coronation Public Holiday GCSE Latin Exam 08:30 90 mins.
Tuesday 9 th May	Liberation Day
Wednesday 10 th May	Public Examinations commence.
Friday 12 th May	Upper Sixth Valedictory Day – Leavers’ Service at St. Stephens Church 10.30 a.m. Upper Sixth - Study Leave commences from lunchtime.
Monday 29 th May	Bank Holiday
Tuesday 30 th May	Additional Holiday
Wednesday 31 st May	INSET
Thursday 1 st June	House Athletics: Field events at College in the morning House Athletics: Track events Footes Lane in the afternoon 12:45-15:30.
Friday 2 nd June	House Tennis: Seniors at College in the morning House Tennis: Juniors at College in the afternoon
Friday 19 th June	Book Returns Day 08:30 – 10:30
Friday 30 th June	Speech Day Rehearsal at 08:30 at Beau Sejour and Speech Day and Prize Giving at 14:00 at Beau Sejour. Prize winners and Musicians will be notified by letter.
Monday 26 th June	Upper Sixth Book Returns Day 08:30 – 10:30
Examination Contingency Dates	8 th June (pm) 15 th June (pm) 28 th June (all day)
Thursday 6 th July	House Swimming – this will take place at the Bathing Pools – further details to follow.
Friday 7 th July Last day of term	<u>Compulsory attendance</u> Upper Five and Upper Sixth (Registration normal time) Final Assembly and Mark Reading. <i>School closes at 12:30 p.m.</i>
Thursday 17 th August	A-level Results Collection from 08:30
Thursday 24 th August	GCSE Results Collection from 09:00

Principal
Ms Daniele Harford-Fox, BA Oxon
Email: principal@ladiescollege.ac.gg

Registrar
Miss R McClean
Email: registrar@ladiescollege.ac.gg

Vice Principal, Bursar & Clerk to the Governors
Miss E Bridge MA Oxon, ACA
Email: bursar@ladiescollege.ac.gg