

24th October 2018

Dear Parent(s)/Guardian(s)

Lower Four (Year 8) Interim Review

A copy of the Interim Review guidelines is attached. If you have any matters that you would like to discuss as a result of this review, please contact the subject teacher, form tutor or myself. Where "working towards" has been identified, we will already be looking at measures to be taken in school to address the situation.

Dates for your diary

School Examinations

22nd, 23rd, 26th and 27th November 2018

Results of these examinations will be issued to you on 19th December 2018. A timetable will be issued after the half-term break and will allow for more revision time and a PE session. Your daughter will be looking at study skills during her tutor period. The school examinations provide us all with information about your daughter's progress and they want to do their best. Please support them in getting a balance into work/life issues and be mindful of any additional commitments which may add to what can be considered a stressful time.

Parents' Evening

30th January 2019 from 17:00 – 19:00.

School Examinations

16th, 17th, 20th and 21st May 2019

Results will be included in your daughter's final report, issued at the end of the academic year.

I hope you have an enjoyable half-term break.

Yours sincerely,



Miss E. Dudin
Lower School Co-Ordinator

Academic Year 2018 - 2019

Interim Reviews (Remove to Upper Five):

These provide an intermediate overview of a girl's performance assessed against the following criteria. There will be two Interim Reports per year and they will be e-mailed home.

A SMART target will be set after the first Interim in a meeting between the student and their Form Tutor. Upper Five students will also be discussing their individual target grades from each of their subject teachers and the actions and support needed to work towards these. The forthcoming Parents' Evening will provide an opportunity to review this together.

The second interim will review progress towards achieving a target.

An Interim contains the following categories for comment:

Knowledge and Skills: Understanding of work covered in **that group**

- **Exceeding expectations**– Has a very good understanding of work covered
- **Meeting expectations** – Has a reasonable understanding of work covered
- **Working towards expectations** – Has difficulties in understanding some parts of the work covered

The criteria for awarding each grade is based on the subject knowledge expected and agreed within each department for that group (year or set and not for each individual student). There should be a clear understanding as to what is required at each grade using written criteria that shows progress from one session to another.

Organisation: Arrives to lessons correctly equipped

- **Meeting expectations** – Brings the required equipment and hands work in on time (allow one slip but give a warning either verbally or, preferably, recorded in their homework diary)
- **Working towards expectations** – Has difficulties in bringing equipment etc. to lessons or handing work in on time

Independent learning: Includes quality of homework or their ability to work independently such as learning lines, vocabulary etc.

- **Exceeding expectations**– All homework or/and quality of performance is very good
- **Meeting expectations** – Homework or/and performance is completed to the required standard
- **Working towards expectations** - Homework lacks understanding or performance is poor

Effort: In lessons

- **Exceeding expectations**
- **Meeting expectations**
- **Working towards expectations**