



17<sup>th</sup> December 2018

Dear Parent(s)/Guardian(s)

We have come to the end of a long term full of activity and outstanding performances across both academic, sports and extra-curricular activities. It has been a pleasure to hear updates from the Young Enterprise teams and the Moot competition as well as cheer on the De Putron Team. Next term brings with it more exciting opportunities namely IoD Management Shadowing and Work Experience.

**Date for your diary**

During the first half of Lent term your daughter will take her Mock Examinations 4<sup>th</sup> February – 14<sup>th</sup> February, of which the students will be on study leave. We will be releasing dates for these in early January. The results of which will be sent home in the U6 final reports.

**Iceland Trip Parents meeting:** Thursday 10<sup>th</sup> January 18:00 in The Leaf Centre

**Ski Trip Parents meeting:** Tuesday 15<sup>th</sup> January 18:00 in the Drama Studio

**Principals Lecture:** Monday 21<sup>st</sup> January 18:00 at The Ladies' College

**Upper Sixth Home Study – Commencing 25<sup>th</sup> February 2019**

In the Lent term of Upper Sixth, girls are permitted to leave the College site during study periods to work at home or other appropriate venues such as the Guille-Allès library. We appreciate the potential advantages of home study, yet we are also mindful that it must be used wisely. Home study is allowed subject to the following conditions:

- Parents/guardians must give consent and students must accept responsibility via the slip below before home study is granted. Each girl must also return the attached form indicating when they intend to be offsite. Letters and forms should be returned to form tutors.
- We will not accept transport/parking problems as reasons for late arrival at/absence from lessons and other compulsory college activities such as House meetings (Wednesdays 10:30) whole-school assemblies (Thursdays 10:30), tutor/year assemblies (Mondays 10:30), 1-2-1 meetings with tutors (Fridays 10.30), sport and music practices. It is each girl's responsibility to manage her time so that her College commitments remain unaffected. Home study will be withdrawn where a student fails to meet her obligations.
- Students must sign-out and back in again at the College reception office each time they study offsite. In cases where the first lesson of the day after home study will be at Elizabeth College, students must sign-in and out there.

Home study may not be granted/may be cancelled if:

- Progress reviews/reports indicate insufficient academic progress is being made.
- A referral is issued or similar instances of unsatisfactory work or behaviour are notified.
- Study time is misused (i.e. for purposes other than academic study)

Students are welcome to remain in College during their study periods. The Leaf Centre, library, and vacant classrooms are available for quiet study. We hope that by offering offsite study in addition to study facilities within college, we will allow every girl to study in the way she finds most appropriate.

As always, if you do have any queries, or you are at all concerned about your daughter, please do contact your daughter's form tutor.

It has been a busy term and the students are due a break. We wish you and your daughter a wonderful Christmas and look forward to welcoming her back, rested, after the break.

Yours sincerely,



Miss E Clements

**Head of Sixth Form & Enrichment**

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Principal  
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Vice Principal, Bursar & Clerk to the Governors  
Miss E Bridge MA Oxon. ACA  
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## UPPER SIXTH HOME STUDY

This slip must be signed by both the parent/guardian and the student before permission for offsite study can be granted. Girls will be informed when permission has been given. Please return this slip and the offsite form to form tutors.

### Parental consent

I give my daughter..... permission to leave the college site during her study periods. I understand that The Ladies' College is not responsible for my daughter once she has left the site and also that permission for home study may be withdrawn subject to the conditions outlined in Miss Clements's letter of 17/12/18

Signed.....(parent/guardian)

### Student agreement

I have read and understood the conditions under which I may study offsite.

Signed.....(student)



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**UPPER SIX: HOME STUDY & OFFSITE INFORMATION 2019**

**TO BE COMPLETED BY THE STUDENT AND RETURNED TO FORM TUTORS TOGETHER WITH REPLY SLIPS**

**Student name:**

**Tutor Group: A/B/C/D**

Please indicate in the table below:

- The specific times you intend to be offsite each day, e.g. 08:30 - 09:30 and the reason for being offsite.
- Any days when you will have home study/PE slots at 0830 and your first lesson of the day will be at Elizabeth College. Specify the time you will arrive and leave Elizabeth College.

	<b>Home Study</b>	<b>PE/other</b>	<b>Arrival &amp; departure from Elizabeth College (if applicable)</b>
<b>Monday</b>			
<b>Tuesday</b>			
<b>Wednesday</b>			

<b>Thursday</b>			
<b>Friday</b>			

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**Principal**  
Mrs A Clancy BA (Combined Hons)  
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