



15th January 2019

Dear Parent(s)/Guardian(s)

Important Information for Upper Five – Lent Term 2019

Upper Five mock examinations 4th – 13th February inclusive

All girls in Upper Five will have mock (I)GCSE examinations from **Monday 4th February - Wednesday 13th February inclusive**. There are special arrangements for some Music and MFL oral examinations. In order to prepare for the actual (I)GCSE examinations students are required to attend College for their examinations only. They may take study leave when they are not in an examination, with your permission (see slip attached). However, if they prefer to be in College to revise, there will be a room provided. Please note that Thursday 14th February is a normal school day, and finishes at 16:00.

If students are in College for any reason other than their actual examination, please could you remind them that they must sign in at Reception and sign out when they leave. Girls must attend in College uniform for revision and examinations.

Examinations begin promptly at **08:30** for the morning sessions and **13:30** for the afternoon sessions. Students must arrive in good time before each examination sitting. Timetables will be issued shortly; you will be notified of when and how to access them online. As with official public examinations, **all students must have clear see-through pencil cases, clear water bottles, and no mobile device (including smart watches) on their person.**

These examinations represent a great opportunity for your daughters to test their knowledge and skills – building on successes and identifying areas for further work in preparation for their public examinations in May. This is, understandably, a stressful period for students and we ask that parents remind them (as we do) of the importance of a good diet, enough sleep and 'down time', as well as the hard work and revision they will need to fulfil their potential.

Following on from their mocks, students will spend some time in their tutor groups, examining their results and preparing for all aspects of dealing with the public examinations - academic and personal – to allow them to approach their GCSEs with confidence.

In preparation for the public examinations in May, there will be a **Parent and Student Revision Evening on 25th February** from 18:00, which will cover a variety of areas including revision techniques, as well as the importance of well-being and how parents can support their daughters.

Study Leave

For your information, Study Leave for public examinations begins on **Friday 10th May**, with optional subject revision sessions offered on that day and the following week.

Final reports will be issued **29th May**.

As part of the transition into Sixth Form, your daughter will have the opportunity to speak with our current Lower Sixth this term, during tutor times on the following dates: 18th and 25th January, which provides an excellent opportunity for learning more about life in the Sixth Form at The Ladies' College and will also add to their motivation, we hope for the remainder of this academic year.

With regards to the forthcoming mocks, I would be very grateful if you would return the attached Study Leave permission slip to Form Tutors.

All the staff at The Ladies' College wish your daughter the very best of luck in her mock (I)GCSEs. Should you have any queries or concerns, please do not hesitate to get in touch: mking@ladiescollege.ac.gg

Yours sincerely,



Maggie King
Upper School Year Coordinator (Upper Five)
Head of Drama



**UPPER FIVE – STUDY LEAVE
MOCK EXAMINATIONS 4th-13th February 2019**

Daughter's Name:.....

Form Tutor:.....

I give permission for my daughter to be absent from school on Study Leave for the period of her mock (I)GCSE examinations: 4th-13th February. I understand that if she wishes to study at school in between examinations, she must sign in at reception to comply with our fire safety regulations.

Name of Parent:.....

Signed.....