



21st January 2019



Dear Parents,

Firstly, may I wish you all a Happy New Year and welcome back for the Lent Term 2019. Our assemblies at the start of this term have focussed on us drawing on our Melrose Mindsets of Reflection, Risk Taking and Resilience. We have reflected on ourselves and thought about challenges to rise to this year both in and out of school and how we can use a positive mindset to overcome any setbacks along the way.

News and Events

This term promises to be another busy term with many trips and events planned. The PTA will be holding Junior and Prep Discos, along with a Pancake Breakfast and Snail Racing night. Flyers will be coming home for all these events so please keep an eye on your daughter's book bag.

Mental First Aid / Wellbeing

Melrose is continuing with its commitment to the development of 'wellbeing'. School Council have been active, gaining student views on initiatives they would like to see introduced or expanded to support and promote positive emotional health. A wide variety of suggestions were put forward at the most recent meeting, some a little more in the realms of possibility than others!

Staff have also been reflecting, thinking of their emotional health in school and ways to improve it. Mrs Donnelly is now a fully trained 'Youth Mental Health First Aider' and staff have been given a detailed run through of the information so that we are all more aware of emotional issues and how to spot them, as well as effective ways to respond.

We are also in the process of plans to introduce 'Wellbeing Champions', a team of parents to represent all areas of the school and who will forge links with staff to share ideas on what we could do at school to further support your daughter's wellbeing. We will be asking for volunteers in the near future.

There are plans to develop the Melrose area of the website to provide a dedicated area for all things 'wellbeing' and keep you all updated with the progress of the 'Wellbeing for Schools Award' that we continue to work towards. We hope for these changes to go live during the Trinity term.

Information and Reminders

Diary Dates and Information

The Melrose Diary Dates for the Lent Term can now be found on the College website www.ladiescollege.com.

We will also continue to send you the weekly bulletin, emailed to you on a Friday, providing any reminders for the forthcoming week, along with any key notices. Please can you ensure that we have your current email address.

Parent Meeting Bookings / Reports

Online bookings for the Parents' Evening in February are being organised and will go live on Monday 4th February. Mr Lewis has made a few changes to the information required for logging in which will hopefully help those parents who have struggled previously.

Please use the following link to access the booking site:

http://www.parents-booking.co.uk/the_ladies_college

As before, if you have any problems then please contact Mr Lewis directly: tlewis@ladiescollege.ac.gg

The Mid Year Reports will be sent home on Friday 8th February to allow time for you to read your daughter's report before the meeting the following week and possibly use it to inform your discussion.

January Assessments

You may be aware that the girls have begun their annual computerised assessments. These are diagnostic assessments in English and Mathematics for each girl from Upper Prep to Form III. Middle Prep will have a short introductory assessment to introduce them to the system for the following year. The tests provide one method of allowing us to track individual and whole school progress year on year. They are, however, just part of a range of assessment techniques that we use, alongside the extremely valuable general teacher observations in class.

The assessments that the girls undertake, focus primarily on Reading, Spelling and Mathematics. We encourage the girls just to do their best and explain to them that there is no need to worry if there are some questions that they find challenging. The girls themselves will be unaware of their results.

Requests for absence

Please can I remind you to make any requests for absence to the school in writing / email, giving as much notice as possible. This is particularly applicable to specialist appointments, external examinations or requests for leave for the Eisteddfod. Thank you.

Adverse Weather Plans

As we are now in the middle of winter, I thought it would be a good idea to send a reminder summarizing what we will aim to do in the event of adverse weather.

Overnight snow and ice

- When snow has fallen overnight, we will communicate decisions about school closure/late start time no later than 07:15. Communication will be via our website, Facebook, Twitter, Radio Guernsey and Island FM.
- We will consider external advice, but in principle we will aim to stay open and colleagues who feel they can get into College will supervise girls who come in.
- In cases where girls are not able to get into College or if College is shut, optional activities for each year group can be found on the College website. However, we would recommend that girls spend their time enjoying the 'snow experience'.
- If your daughter comes into College, please be aware we may have limited or indeed no access to The Core, so packed food/drink is required.

In the event of snow, students are encouraged to wear footwear and outer clothing which keeps them safe and warm

Snow during the day

- When snow falls during the day, we will monitor the weather conditions and once again aim to stay open until the normal time. Communication will come via the College website, Facebook, Twitter and Group Call.

Uniform

Please can we remind you that your daughter needs a pair of named old trainers or wellington boots to change into at break times if she is in the Junior Department and wellington boots if she is in the Preparatory Department. These should not be the trainers that she uses for P.E. If your daughter does not have these, she will not be allowed on the grass or play equipment.

Your daughter must also have a school winter coat in school at all times as the girls will go outside whenever possible. Scarves, hats and gloves in bottle green are also recommended, although not compulsory, as it can be very chilly outside. These, like all uniform, need to be clearly named.

We will shortly be reviewing the uniform policy and your views are always welcome. We are especially interested in hearing your views about the winter coat. Please send any thoughts to me by return.

Before and After School

Girls are not supervised at school before **8.20am**. If you wish to drop your daughter before that time you either need to remain with her or book her into Early Morning Club. There are girls who are being dropped off early and left alone. Due to health and safety reasons this must not happen. If, in the unlikely event, there is a fire, we would not know that they are on the school premises and this could have serious results.

May I take this opportunity to say that I very much look forward to working with you, the staff and the girls in order to make 2019 another enjoyable and successful year at Melrose.

Yours sincerely,



Mrs E Ozanne
Head Teacher