

2<sup>nd</sup> July 2019

Dear Parent(s)/Guardian(s)

**Remove, Lower Four, Upper Four and Lower Five End of Year Reports**

We are very pleased to inform you that your daughter's end of year report will be available on the Parent Portal today. Please find attached a copy of the normalised score information, which is relevant to Remove, Lower Four and Upper Four and a letter which is relevant to Lower Five. Please do use this information when considering your daughter's achievements.

We hope that your daughter is encouraged by her report and it will add to her confidence, as she is able to see the progress made. We also hope that you will be pleased to read the feedback and celebrate your daughter's achievements, whilst considering how to approach next year.

Numerous checks are carried out during the process of writing and finalising your daughter's report, however, should you notice any errors or if you have any concerns or queries, please do not hesitate to contact us.

**Information for September 2019 – Year Co-ordinator team**

I know that Mrs Clancy will give more detail regarding staffing in her end of term letter to you, however, I am delighted to advise you of Year Co-ordinators who will be working to support your daughter, alongside her form tutor for the next academic year.

**Form Tutor List for 2019/2020**

<b>YEAR GROUP</b>	<b>TUTOR</b>	<b>ROOM</b>
Remove X	Miss I. Ellen	2
Remove Y	Miss F. Barclay	17
Remove Z	Miss C. Le Maitre	14
<b>Mrs L. Cory Remove Co-ordinator</b>		
Lower 4X	Miss R. Pretorius	6
Lower 4Y	Miss B. Bathany	8
Lower 4Z	Mrs C. Feldmesser	7
<b>Miss C. Alston Lower Four Co-ordinator</b>		
Upper 4X	Ms S. Ace-Hopkins	3
Upper 4Y	Miss E. Johnson	1
Upper 4Z	Mrs A. Roue	16
<b>Mrs M. King Upper Four Co-ordinator</b>		
Lower 5X	Dr E. Whelband	4
Lower 5Y	Mrs C. Montague	11
Lower 5Z	Mrs A. Winter	5
<b>Mrs C. Gribbens Lower Five Co-ordinator</b>		

Upper 5X	Mrs B. Henderson	9
Upper 5Y	Mr J. Smith	18
Upper 5Z	Mrs H. Bailey	22
Mr T. McGovern Upper Five Co-ordinator		
Lower 6A	Mr J. Matires	Art 3
Lower 6B	Mr P. Fotheringham	LC
Lower 6C	Miss K. Walter	12
Lower 6 D	Mr P. Hill	19
Miss E. Clements Head of Sixth Form and Enrichment		
Upper 6A	Ms A. Hagedorn	20
Upper 6B	Mr D. Herschel	23
Upper 6C	Dr K. Marshall	JLab
Upper 6D	Mrs Z. Ellis	21
Miss E. Clements Head of Sixth Form and Enrichment		

## Start of Term Arrangements

### Thursday 5<sup>th</sup> September 2019

**New Remove** – arrive for 0830 and go to Form Rooms  
(photographs from 0910)

**Lower Four** – arrive for 0900 and go to Form Rooms  
(photographs from 0940)

**Upper Four** – arrive for 0930 and go to Form Rooms  
(photographs from 1010)

**Lower Five** arrive for 1000 and go to Form Rooms  
(photographs from 10:40)

**Upper Five** arrive for 1000 and go to Form Rooms  
(photographs from 11:10)

**Lower Sixth** arrive for 09:00 and go to Leaf Centre –welcome from Miss Clements then off to Form Rooms with tutors.  
(photographs from 13:20 and lunchtime)

**Upper Sixth** arrive for 10:00 and go to Leaf Centre –welcome from Miss Clements then off to Form Rooms with tutors.  
(photographs from 11:40 and lunchtime)

We hope that you all have a restful and enjoyable summer break. We look forward to welcoming your daughter back to College on 5<sup>th</sup> September.

Yours sincerely,

*Vanessa Mitchell*

Dr V. Mitchell  
**Deputy Principal (Pastoral)**

### How are they reported?

The scores for all subjects and year groups are standardised so as to provide a direct comparison both between the subjects and within a subject year on year. The same score in two different subjects or in two different exam sessions means that the student is performing equally well in both subjects/sessions relative to her peers.

### What do the numbers mean?

The average score for all subjects and year groups is 118 with roughly two thirds of the students scoring between 103 and 133.

### How should I interpret the record of historical averages?

A difference of plus or minus 5 or more marks from one average to another is significant although this should be interpreted in the light of an overall trend.

#### Example 1:

Autumn 2015	Summer 2016	Autumn 2016	Summer 2017	Autumn 2017
116	119	114	113	118

Although there are small changes, the increases and decreases tend to balance out. The above student could be described as performing broadly in line with expectation. The majority of students will be performing in this way and should be congratulated for continuing to develop their knowledge and understanding, along with the cohort, to achieve success in future examinations.

#### Example 2:

Autumn 2015	Summer 2016	Autumn 2016	Summer 2017	Autumn 2017
125	122	124	117	110

The above student clearly shows a marked decline in performance from Autumn 2016 onwards, she drops from 124 to 110 over three sessions each fall being greater than 5. Falling averages such as these should be a cause for concern.

#### Example 3:

Autumn 2015	Summer 2016	Autumn 2016	Summer 2017	Autumn 2017
117	114	119	118	127

The above student has shown a marked improvement between this year and last (an increase of 8 or 9 after a stable earlier average is significant) and the student should be congratulated on performing above expectations.

Please reinforce our advice to your daughter to view her results as her own and to avoid comparisons with her peers. We hope she will be contented with what she has achieved and will overcome any disappointment with resilience and our support.

2<sup>nd</sup> July 2019

Dear Parent(s)/Guardian(s)

### **Lower Five Reports**

The Lower Five report includes a grade that represents the subject teacher's judgement of the grade your daughter is likely to achieve, based on her work so far. In most cases this will be in line with the recent examination mark, however, there may be situations where this is not the case and this will be commented on within the report. This may be particularly true where there is a significant coursework element or individual student circumstances that have affected the results.

The grade boundaries used in the Lower Five examinations are determined using the ability profile of the students taking that subject, teacher judgement and the previous performance of past students. It should be emphasised that this grade is to provide guidance for you and your daughter to understand the progress she is making, to celebrate her achievements and to identify any areas for further work or remedial action.

Please reinforce our advice to your daughter to view her results as her own and to avoid comparisons with her peers. We hope she will be contented with what she has achieved and will overcome any disappointment with our support.

It is College policy that we do not release examination papers, however, please be assured that all teachers review examination papers with students in class and the results are also reviewed by the appropriate Year Co-ordinator. Should you or your daughter have any concerns regarding her progress please be assured that we have a tracking process and may contact you after the summer break, but please do not hesitate to contact us if required.

For any further clarification or understanding of your daughter's examination results, please contact Mr Barnes directly at [hbarnes@ladiescollege.ac.gg](mailto:hbarnes@ladiescollege.ac.gg)

If you have any queries that relate to the report of a technical nature, please contact Mrs Sarah Duguid [sduguid@ladiescollege.ac.gg](mailto:sduguid@ladiescollege.ac.gg)

Yours sincerely,

*Howard Barnes*

**Mr H. Barnes**  
**Director of Studies**