



24th October 2019

Dear Parent(s) /Guardian(s)

Upper Four Interim Reviews

Your daughter's Interim Review is now available for you to view on the Parent Portal. If you have any issues accessing your portal account please refer to our website under Instructions for guidance on checking how to reset your password or use the email address portal@ladiescollege.ac.gg if this does not resolve your issue. 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 Michaelmas Term 2019 21 st , 22 nd , 25 th and 26 th November 2019	Trinity Term 2019 14 th , 15 th , 18 th and 19 th May 2020 Results will be included in your daughter's final report, issued at the end of the academic year.
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Results of the Michaelmas examinations will be issued to you on 16th December 2019.

A timetable will be issued after the half-term break and will allow for more revision time and a PE sessions. 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.

Upper Four Parents' Evening 12 th February 2020 17:00 – 19:00 – students are encouraged to attend.	Upper Four GCSE Options Evening 22 nd January 2020 17:00 – 19:00 for parents and students
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Upper Four is a busy year and we would ask that you support your daughter in achieving the correct balance of school and extra-curricular activities.

I hope that you have an enjoyable half-term break.

Yours sincerely,

Maggie King

Mrs M. King

Senior School Year Co-ordinator (U4)

Head of Drama

Academic Year 2019 - 2020

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 for most year groups and they are uploaded to the parent portal.

A SMART target will be set after the first Interim in a meeting between the student and their Form Tutor in November and these are reviewed in a second meeting in March. Upper Five and Lower Five students will also discuss their individual target grades from each of their subject teachers and the actions and support needed to work towards these. Parents' Evenings will provide an opportunity to review this together.

An Interim contains the following categories for comment:

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

- **Exceeding** expectations - Has an excellent understanding of work covered
- **Meeting** expectations - Has a good 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 and meets deadlines

- **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: is a key skill for students to develop. Our definition of an Independent Learner is <https://www.ladiescollege.com/our-school/senior-school/independent-learning> and we provide opportunities for students to develop these attributes within and outside of subject lessons. Please follow the link for more details.

- **Exceeding** expectations – Students consistently demonstrate the skills relevant to the activity and at level appropriate to them e.g. reflecting on a test, piece of work or performance and being accountable for their actions; able to research effectively with minimal direction; work collaboratively with others and are self-motivated.
- **Meeting** expectations – Students usually demonstrate the skills relevant to the activity and at a level appropriate to them.
- **Working towards** expectations – Students are still developing skills and may require frequent support from the teacher.

Effort: In lessons

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