

25th October 2019

Dear Parent(s)/Guardian(s)

Lower Five 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 which you would like to discuss as a result of this review, please do contact the subject teacher, Form Tutor or me. Where "working towards" has been identified, we will already be looking at measures to be taken in school to address the situation.

Date for your diary

Lower Five Curriculum Evening Tuesday 12th November

19:00 – 20:00

A letter with further details on what will be outlined to parents/guardians will be sent out after the half-term break.

Lower Five are generally looking very smart in their uniforms, and we ask for your continued support to ensure that they wear their uniform with pride. Girls are reminded that skirts should be worn no more than 2 inches above the knee, and that earrings should be restricted to only one pair of studs or sleepers in the lobe. Please be reminded that cartilage earrings are not permitted under our uniform policy.

I have been very impressed with the attitude and work ethic shown by the girls so far this term, as they adjust to the demands of their GCSE courses. The balance between school work, co-curricular activities and, if under-taken, part time employment can be hard to achieve. We have been aware in the past that when students over-commit themselves, it does have an adverse effect on their general well-being and their studies. It is very important for girls to have time to relax during the week and at weekends.

We wish your daughter a good half term break, and look forward to welcoming her back, rested, after the break.

Yours sincerely,

C. Gribbens

Mrs C. Gribbens

Lower Five Co-ordinator

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