



27 March 2020

Dear Parents and Guardians of Senior School and Sixth Form students

Thank you for all the efforts you are making to support your daughter/s at this time - we appreciate that it is a learning experience for all involved.

Our aim is to support all our students and their education, with their well-being as our ultimate responsibility during these unsettling times. They have been encouraged to maintain a balance in their studies, while keeping healthy and enjoying the good weather. We do understand the concerns that they may have about work and more generally, however we can see that the students have done amazingly well to adjust to a rapid change. We are proud of their fabulous response to this new way of life.

Colleagues have been asked that the work set is to be meaningful, manageable and sustainable, for the girls and for themselves too. We know it can be tricky to gauge amounts of work and we are all adapting to a new way of working. We are keen to ensure that the systems we roll out now, and the expectations that we set in these early days, can evolve and develop over the coming months.

Over the past few days and weeks, we have been working with our colleagues to ensure there is as much continuity as possible for our College community. With this in mind, I would like to take this opportunity to share with you details which have been provided for our teaching colleagues and that have also been shared with your daughter/s to help manage their time and expectations over the next few days.

- 1) Teachers will continue to provide learning activities through Teams up to and including the last day of teaching this term, this being Wednesday 1 April 2020. Whilst it can be comforting to keep a structure by working to a timetable, and we will set work for these times, during the remainder of this term students are not required to stick rigidly to timetables. Our aim is to support the students and their education. Their well-being is our ultimate responsibility during these unsettling times, and they should be able to take advantage of the weather, outdoors or family time.
- 2) Where teachers run 'live' lessons, these may be recorded so they can be reviewed later by students, if appropriate.
- 3) When teachers set work as an assignment, it does require a deadline to be given, however, this is a soft deadline and while we learn together, we will understand if these are not completed/completed on time.

- 4) Teachers have been asked to be flexible and understanding of deadlines.
- 5) Teams is the default for communications, assignments and live lessons.
- 6) Students should plan to raise any queries about work in their Team during lesson times – the teachers will aim to respond in due course.
- 7) Any IT queries can be dealt with by our IT team who are working hard, remotely, to support teachers and students. Please use the Help Teams that are set up.
- 8) No GCSEs, IGCSEs or A-levels will take place this summer. The details for awarding grades are currently being worked on and we will communicate what is required and work to support all our students once we have the information confirmed. At present the exam boards suggest that students who prefer to sit a paper later in the year may have an opportunity to do so, in addition to sitting the following year. This does mean that all students should complete the syllabus if they have not done so already.
- 9) Year Co-ordinators and Tutors will maintain contact with their Forms and year groups.
- 10) Students should keep all communications through College systems to ensure safeguarding and data-protection requirements are met.

In view of the efforts we are making to support the States of Guernsey and comply with their latest guidance for us all to *stay at home*, please can we remind you that **your daughter should not be asking to drop off work for teachers to collect** and that our site is not open to the public.

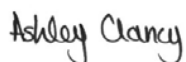
We are pleased to share that there will be a short, whole College, activity on Thursday 2 April 2020 in the morning, with more details to follow. No preparation is needed and if you have commitments or the beach is calling, that is fine.

Ensuring that students and colleagues are healthy and remain so is our primary concern at this moment of time, as well as ensuring that our systems are working and that we can pick up after Easter in due course. College work should not run anyone ragged and we do know that working like this is new to everyone. We want to be confident that the lines of communication are open and that initial systems have been tested, so we can continue to educate and support our girls.

You might like to visit our Facebook page and website for our well-being messages and ideas to keep safe and well. The weather has been lovely this week and we hope you might have had the opportunity to take advantage of it, to be outdoors and to enjoy time together as a family.

In closing, I would also like to extend a special thank you to parents, colleagues, partners and Governors who are working in front line key services across the island. From all of us at The Ladies' College, we are so very grateful.

Yours sincerely



Ashley Clancy
Principal

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