



Handbook for Parents 2022-2023



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Section One

Thank you for choosing The Ladies' College for your daughter's education and your trust in us. We are looking forward to getting to know her and hope that the transition process helps us to calm any anxiety.

Our AIMS are to:

Encourage each girl to grow in confidence, develop her talents to the full and value the qualities of others.

Create an environment where each girl can be happy, love learning and make lifelong friends.

Inspire each girl to be the best she can be.

We work towards our aims and our vision by:

- being a hard-working and vibrant community
- providing a balanced and relevant education, with well-being at the core
- developing confidence both inside and outside of the classroom
- encouraging interests in a wide range of co-curricular activities
- valuing the views and opinions of others
- nurturing the individual to develop their talents
- benefitting from the opportunities of a single sex environment
- aspiring to be the best that we can be
- challenging to develop resilience and a growth mind-set
- appreciating the importance of fun.

Our strength is our girls

At The Ladies' College our pupils and students are encouraged and inspired to succeed within a caring school community which has well-being at our core. Our academic record is outstanding at both GCSE and A-level and value-added data demonstrates that our students achieve significantly higher grades than may be expected, which reflects their work ethic and the support they get from committed, conscientious and talented teachers, and who are very well supported by operational colleagues.

Our young people are on a journey and are so much more than just a set of results. Here they discover the best of themselves. Our school is bursting with talent both inside and outside of the classroom. Our co-curricular activities provide further opportunity for personal development, and we hope the students will make friends they keep for life.

We want to nurture each student and support them to grow into happy, healthy young adults who will have choices and be able to make balanced decisions throughout their lives. We hope they will value their time at The Ladies' College, making the most of all the opportunities available to them, whilst also valuing others and recognising their role and contribution to our College community.

Our vision is to support 21st century young people to develop into rounded, grounded, determined young adults, with opinions, a healthy responsibility to themselves and towards others and a sense of fun.

We look forward to working in partnership with you from this moment forwards.

A handwritten signature in black ink, appearing to read 'D Harford-Fox', with a large, sweeping initial 'D'.

Ms Daniele Harford-Fox
Principal



Joining The Ladies' College Senior School and Sixth Form



Moving to a new school and settling is an important stage in girls' lives and there are systems in place to make this process as smooth as possible.

In Remove (Year 7), we visit all the incoming students in their Primary Schools before they start at College. On the Island-wide transition days, each student will spend time at the College meeting other new students, key staff, and older students. The students participate in various activities including a question-and-answer session with other students, working with House officials, taster lessons, and learning to find their way around the College. Parents are invited to an evening meeting in the Trinity (Summer) term before their daughters start at the College where they can meet the Principal, Vice Principal, Director of Studies, Deputy Principals, Year Co-ordinator, Tutors, and other key colleagues.

In the Michaelmas (autumn) term the induction process continues with a range of sessions and activities to help the students settle into College life. Elements of peer support, including buddies and Sixth Form Prefects help this process. There is also a social evening for students and parents within the first month of term which provides an opportunity for parents to meet colleagues who teach their daughter and understand a little more about the College.

Ideally a student joining the College will meet with the Principal or Deputy Principal Pastoral and have a guided tour with the Registrar and, where appropriate, a personal timetable will be agreed to meet their needs with the Year Co-ordinator. They will be offered a chance to spend a day in the College before they begin and meet with the respective Year Co-ordinator who is the key person to manage the transfer and induction process, alongside the student's Form Tutor who will be the first point of contact.

Students arriving new to the Sixth Form are given a comprehensive induction, including sessions on study skills, and bridging the gap from GCSE to A-level. Students will meet with the tutor and Year Co-ordinator to ensure they are settling-in and be introduced to their 'buddy' (a member of Upper Sixth) who will continue to meet with them on a half-termly basis. Regular contact is established with parents to support the transition and parents are invited into College early in the Michaelmas term for an information evening, which includes details about the academic tracking and enrichment programmes.

We hope you and your daughter are looking forward to being part of our community.



Pastoral Care at The Ladies' College

Our Well-being Vision Statement

At The Ladies' College we:

Commit to **promoting positive well-being** throughout our College community.

Understand the importance of well-being and the role it plays in creating an environment where all are healthy, happy and achieve their best.

Listen, support and respond to the views of our community and provide opportunities to equip all with the tools needed to maintain a positive well-being.

The Well-being Award for Schools

The Ladies' College, Guernsey is the first school in the Channel Islands to be awarded the 'Well-being Award for Schools', in recognition of its commitment to students' and staff mental health and well-being.

The Well-being Award for Schools is a formal accreditation which celebrates schools that have met the very highest standards of provision for emotional well-being and mental health, both in the UK and internationally. **The Ladies' College is one of a very few Independent Senior Schools internationally to have achieved this award.** There are over 1000 schools working towards this award, with 416 already having achieved it. Only 19% of this number are secondary schools, with only 9% being independent.

Using a whole College approach, all stakeholders are involved in the College's well-being 'journey'. Staff, student, and parent well-being teams have been established to feedback on the provision and discuss developments. Some of the key areas highlighted by the inspector were the College's recent introduction of student well-being champions, links with parents and proactive interventions to remove stigma surrounding mental health. For example, staff, parent, and student training/workshops on self-esteem, managing stress and spotting signs of emotional distress in adolescents.

*"The well-being of the staff, students and parents was a key priority even before the school embarked upon the award. A culture of mutual respect has resulted in a team whose morale is high and a staff who are proud of their school.'
(WAS inspection report Jan 2021)*

For more information on the Well-being Award for Schools please visit

<https://www.ladiescollege.com/information/wellbeing-award-for-schools>



Wellbeing Award
for Schools

2020-2023

Pastoral Care

We have an absolute commitment to working with your daughter, and you as parents, to encourage each girl to grow in confidence, develop her talents to the full and value the qualities of others and to create an environment where each girl can be happy, love learning, make lifelong friends and to be the best she can be.

Effective pastoral care underpins College life and there is always someone to whom the students can turn for help and advice. The provision of pastoral care is designed to help students look after themselves, to make informed decisions and to care about others.

"Pupils are strongly supported by a pastoral team that is available when needed and a curriculum which addresses mental and physical health issues well"

Independent Schools
Inspectorate 2022

A key feature of The Ladies' College is the very positive relationship that exists between adults, younger pupils, and older students. Every student is recognised for their own qualities as an individual and teachers and other adults and students are always ready to provide guidance and support. We believe that a young person will achieve their best if they are happy and inspired to do well by experienced and enthusiastic teachers who care about them as individuals. We care as much about well-being and happiness as we do

about academic progress. At our recent ISI Inspection, The Ladies' College provision for Personal Development was judged to be **EXCELLENT** with well-developed systems to deal with pastoral issues promptly and effectively.

Our Pastoral Structure

Every adult in College has a responsibility for the welfare and safety of the students. Looking after them is a pastoral team of Deputy Principal (Pastoral), Year Co-ordinators, Form Tutors, Pastoral Prefects, a College Counsellor, and a Learning Support Co-ordinator. The School Nurse is also available through a referral system.

Year Co-ordinators have overall responsibility for a year group with Form Tutors being the first point of contact for students and parent. The Form Tutor plays a key role in the students' welfare. The teacher/tutor has the responsibility to set high expectations in terms of behaviour and attendance within a safe and happy environment and to establish good relationships with students and parents. Senior School tutors meet with students at least twice a day and Sixth Form Tutors meet with the students at least once a day. It is anticipated that most matters or concerns from the students, parents or subject teachers will be addressed by the tutor.

Each Form becomes a family unit consisting of the Tutor, a Sixth Form Tutor Prefect and two elected Form Captains from within the Form itself. Much emphasis is placed upon their responsibility for the ethos and happiness of the Form. Strong peer support also comes from the students in the year and from older students, especially the Sixth Form. Sixth Form Peer Mentors also work with the students in groups and one-to-one support sessions.



We have a co-ordinated and comprehensive pastoral, tutorial, and guidance systems, which support the educational and personal development of each student. The College expectations are displayed in all rooms, as well as posters about seeking help and how to combat bullying. PSHCE (Personal, Social, Health, Citizenship and Economic Education) is taught through a programme to ensure that it provides the best possible support to the students.

The Deputy Principal (Pastoral) has overall responsibility for pastoral matters and parents are welcome to make contact. Weekly pastoral meetings as well as effective communication systems ensure continuity of care, and all colleagues are updated with relevant individual information.

Pastoral Care in the wider college community

Our students are encouraged to be active members of the wider school community, becoming responsible for themselves and aware of the needs of others. This is recognised by The Ladies' College Guild Ambassador Award (the red sash worn by our students) to rewards for their service to College and others in our Island community. Students also have opportunities to train as Wellbeing Ambassadors and support other students in College. This training is delivered by The Wellbeing Hub.

"Pupils are accepting of and sensitive to anyone who is in any way different. Extreme views are not tolerated, and very clear that individuals have a right to be who they want to be"

Independent Schools
Inspectorate 2022

All students are also placed in one of four Houses. This is a powerful and effective way for students to feel part of the College community. Houses offer the students opportunities to work within vertical groups across all year groups. It supports the co-curricular programme by creating many more opportunities for students to participate in College life as they take part in House competitions, whether it be Drama, Athletics or Photography. Our aim is to promote resilience and fun, team spirit and competitive edge, and to offer many opportunities for leadership within the House structure.



Student Voice

Each tutor group has an elected representative for Student Action Teams, linked to School Council, which give them a voice in the running and development of our community. This is led by Sixth Form Senior Prefects who meet with their teams monthly.

Form Captains meet with the Deputy Principal (Pastoral) in 'Deputy Dozen' meetings to raise, discuss and work through any year group specific ideas or requests and to be a sounding board for College initiatives and developments too. From time-to-time students are asked to complete questionnaires and we are keen that they recognise this as their opportunity to be an active part in developing our College community.

Girls on Board

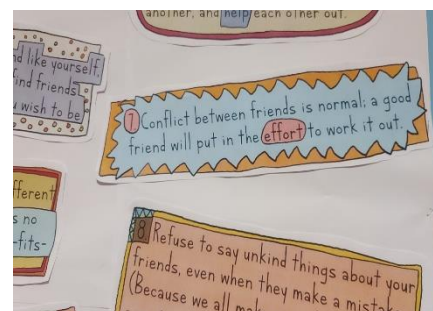
As a pastoral team we aim to anticipate any bumps in the road by working proactively to support the girls to become resilient, independent, and confident young women. "Girls on Board is an approach which helps girls, their parents and their teachers to understand the complexities and dynamics of girl friendships. The language, methods and ideas empower girls to solve their own friendship problems and recognises that they are usually the only ones who can. By empowering girls to find their own solutions, parents need worry less, schools can focus more on the curriculum and the girls learn more effectively – because they are happier." (taken from the Girls on Board website)

For more information about the Girls on Board approach visit

<https://www.girlsonboard.co.uk/>



**HAPPIER GIRLS
DO BETTER**



The Wellbeing Hub

The Wellbeing Hub is designed by experts to meet the social, emotional, and educational needs of young people. It is an interactive online portal, designed to give the College community access to a wealth of resources, and experts, to help you guide your child as they grow up.

The Wellbeing hub consists of:

- Monthly webinars
- Complete Parenting Teens Audio & Video Courses
- Weekly Updated Resources - podcasts, blog posts, interviews, tips and articles
- Weekly Live Q&A with a Child & Adolescent Psychotherapist
- ‘Inspiring Futures’ Careers Mini-Podcasts
- Ask The Expert Q&A Service
- Q&A Library
- Parents Forum
- Member Offers
- Access To Pastoral Specialists (paid service)



Students use the Wellbeing Hub as part of their tutor time activities but are also encouraged to explore the platform individually. Parents are invited to monthly webinars but have access to the hub 24/7 to support their individual needs.

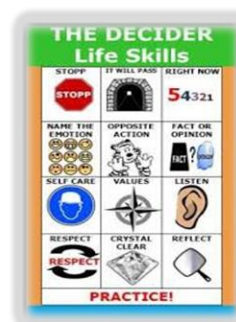
For more information visit <https://www.teentips.co.uk/wellbeing-hub/>

What do I do if I am concerned about my daughter?

<https://www.ladiescollege.com/media/120957/Referral-flow-chart.pdf>

All teachers, Form Tutors and Year Co-ordinators take an interest in your daughter's welfare and as a College we take a proactive approach to wellbeing. However, from time to time, some students will experience specific difficulties and we will support your daughter through our internal structures and working with external agencies as required. Some students simply want to talk over their concerns and in addition to their Form Tutor and Year Co-ordinator and College Counsellor they also have the opportunity to discuss matters with visiting professionals, such as the School Nurse. We also work in partnership with parents, especially when life sometimes gets tough. We have good links with the Youth Commission and other external agencies who offer advice on health and relaxation techniques. Built into our tutorial programme are opportunities for mindfulness and yoga and our focus on student well-being underpins all that we do.

We also use The Decider Life Skills course to help each of us develop strategies to cope when under pressure. These are introduced to students joining in Remove and make up aspects of the ongoing tutorial and assembly programme.



The most important thing we ask you to do to help us support your daughter is to share information with us. If you have any concerns about your daughter's welfare, please do not hesitate to contact the College.

The Listening Room (Counsellor)

Counselling supports students in addressing their emotional needs in response to a wide range of life experiences. It can be an effective source of support for students experiencing difficulties, and it can enable them to function better both inside and outside of College, by enhancing their resilience and giving them resources to manage any future difficulties.

The Listening Room Counselling Service is part of the Pastoral Care within The Ladies' College. It is an onsite resource for those students requiring the additional expertise that counselling can bring to the overall pastoral support system. Our counsellor also offers group sessions, assemblies, and lunchtime activities.



Students can contact our College Counsellor directly or speak to their tutor or Year Coordinator. There are times when a member of the pastoral team may recommend the counsellor to support your daughter. The Counsellor will provide 4 counselling sessions per student (1 x initial session and 3 x 40 mins sessions). If required, further sessions may be available at an additional charge.

Adults at The Ladies' College have a wealth of experience and, like you, want the best for your daughter. We want to nurture each of the students to take steps which develop their self-esteem and self-belief so they can be reflective and/or resilient and be confident that they can say that they achieve their best.

Should you have any concerns, do not hesitate to get in touch but please encourage your daughter to talk to us. We believe that communication is key.

Remove Year Co-ordinator	Mrs M. King
Lower School Co-ordinator - Lower Four	Mrs C. Gribbens
Lower School Co-ordinator - Upper Four	Mrs S. Appelqvist
Upper School Co-ordinator - Lower Five	Mr T. McGovern
Upper School Co-ordinator - Upper Five	Mrs B. Smith
Head of Sixth Form	Miss E Clements
College Councillor	Miss G Lindsay
Deputy Principal (Pastoral)	Dr V Mitchell
Principal principal@ladiescollege.ac.gg	Ms D. Harford-Fox

- To contact a tutor or Year Co-ordinator about your daughter, other than linked to attendance: for example jbloggs@ladiescollege.ac.gg
initialsurname@ladiescollege.ac.gg
- **Attendance:** To make contact about your daughter's attendance please ring (01481) 721602 or email reception@ladiescollege.ac.gg

For more information on our pastoral provision:

visit: <https://www.ladiescollege.com/information/pastoral-care>

Please refer to page 50-51 for Safeguarding information



Key Stage 3, 4 and Sixth Form Curriculum

Subjects taught in each Year group (7-11)

Remove (Year 7)

Art	French	Mathematics
Design Technology	Future-Ready Skills	Music
Drama	Geography	Physical Education
English	History	Religious Studies
Food Technology	ICT	Science

Students in Remove (Year 7) will also have Study Skills lessons and Form Periods with PSHCE (Personal, Social, Health, Citizenship and Economic) Education

Lower Four (Year 8)

Art	Food Technology	Mathematics
Biology	French	Music
Chemistry	Geography	Physical Education
Design Technology	German	Physics
Drama	History	Religious Studies
English	ICT	Spanish

Students in Lower Four (Year 8) will also have Study Skills lessons and Form Periods with PSHCE (Personal, Social, Health, Citizenship and Economic) Education and will study two of the three MFL (*some students will receive supported study in place of one language in Lower Four*)

Upper Four (Year 9)

Art	Geography	Mathematics
Biology	Food Technology	Music
Chemistry	French	Physical Education
Design Technology	German	Physics
Drama	History	Religious Studies
English	ICT	Spanish

Students in Upper Four (Year 9) will also have Study Skills lessons and Form Periods with PSHCE (Personal, Social, Health, Citizenship and Economic) Education and will study two of the three MFL (*some students will receive supported study in place of one language in Upper Four*)

Lower Five and Upper Five (I)GCSEs Compulsory Subjects

Biology	Mathematics
Chemistry	English Language
Physics	English Literature
Co-ordinated Science (Double Award)	

Optional Subjects *(students choose an additional 4 subjects; we strongly recommend at least one modern language)*

Art	German
Design & Technology (Product Design)	History
Digital Enterprise	Music
Drama	Sport & Physical Education
French	Religious Studies
Geography	Spanish

(Some students may also choose a supported study option and will therefore only do three optional subjects.)

All students in Lower and Upper Five (Years 10 and 11) will also have a programme of Careers, Citizenship, General Religious Studies with PSHCE (Personal, Social, Health, Citizenship and Economic) Education and Physical Education timetabled throughout their studies at (I)GCSE.

Please note that curriculum reviews may alter provision from year to year.

Sixth Form Curriculum

Lower Sixth (Year 12) and Upper Sixth (Year 13)

Sixth Form is an exciting time of transition between the years of school and those of higher education or employment. Elizabeth College and The Ladies' College work together as Sixth Forms in Partnership to ensure that it is also a time of maximum opportunity for our students

Together we can offer a wide range of individual subjects: there are 27 individual subjects available, currently taught in 71 separate classes across both years. Many subjects are offered at both schools which provide a large degree of flexibility in planning timetables and means that students are almost always able to take their chosen combination of A-levels. We also believe that having enjoyed all the advantages of single sex education from the ages of 11 to 16, our students are ready to join one another to prepare academically and socially for the wider world by learning in mixed classes whilst ensuring relevant pastoral and well-being support is available to them. Flexibility is the key. Many classes will be co-educational, but the Colleges still operate as independent Sixth Forms. This means that students have many opportunities The Ladies' College to develop their leadership skills, perhaps as a Prefect, House Official or Captain of sports teams. Similarly, we look to tailor our co-curricular opportunities to the needs and interest of our own students – for example in sports, music, the Duke of Edinburgh's Award scheme, debating, public speaking, social service, and charity work. Sixth Form students are also encouraged to run clubs for younger students. The Colleges join forces on projects where there are distinct advantages to do so, for example in our highly successful productions of plays and musicals or in off-island trips, and CCF. We also offer the Sixth Form Diploma, a joint initiative that recognises the breadth of skills developed and opportunities taken.

In short, we believe that our Sixth Form provision looks after each individual student. It is one of the main reasons we retain such a high proportion of our student's post-16 as well as welcoming new students from other schools.

Subjects Available to Study in the Sixth Form

- Ancient History
- Art & Design
- Art & Design (3D Studies)
- Art & Design (Graphic Communication)
- Art & Design (Digital Photography)
- Biology
- Business Studies
- Chemistry
- Computer Science
- Design and Technology – Product Design
- Digital Photography
- Drama & Theatre Studies
- Economics
- English Literature
- Film Studies
- French
- Geography
- German
- History
- Latin
- Mathematics & Further Mathematics
- Music
- Physics
- Psychology
- Religious Studies
- Spanish
- Sports & Physical Education

In addition, students can also choose to take the highly regarded Extended Project Qualification (EPQ) or to take a Core Mathematics qualification to help support their A-level subjects.

Grades for Entry to Sixth Form

Following the changes to both A-levels and the new 9-1 grading for GCSE examinations, the entry requirement for Sixth Form is: three grade 6's (equivalent to "B" grades on the old grading scheme) in the subjects to be studied or related subjects and grade 4 (equivalent to a "C" grade) in English Language and Mathematics. A grade 5 or higher in Mathematics is required for Biology, Chemistry, Economics, Geography, Physics and Psychology.

It should be noted that these are very much minimum requirements, and it may, in certain circumstances, be difficult to provide an acceptable course of study at A-level. Any such concerns will be discussed with students and parents during Upper Five (Year 11) and after publication of (I)GCSE results.



Setting (Remove to Upper Five)

During your daughter's time at The Ladies' College, she may be taught in either a mixed ability group or a set containing students with more closely matched abilities. Sets are decided based on students' results from internal assessments/examinations and teacher recommendation for those students on the borderline between two groups. Mixed ability groups include being taught in their Form Tutor group or as a colour group in Remove to Upper Four, which allows the students to mix with different members of their year group.

Setting is currently used in the following years:

Remove - Mathematics.

Students are not initially set but taught in mixed ability groups and taught the same topics and methods for the first few weeks of term. There will be an assessment before half-term based on the work they have done since the beginning of term, and students will be set accordingly. The students will have a further assessment in January when, subject to results, further adjustments to the setting may be made. Please note that the students follow the same syllabus and do the same topics throughout the year.

Lower Four - Mathematics

Upper Four- Mathematics, Science

Lower Five - Mathematics, Science

Upper Five - Mathematics, Science

The English Department generally prefers to keep to mixed ability groups; however, we have a structure that would allow us to adjust groups if we believed that was in the best interest of the student. In the IGCSE years, Lower Five and Upper Five, the colour groups are streamed and the groups may study different texts.



Learning Support

The Ladies' College has a full-time Head of Learning Support and a full-time specialist Learning Support teacher. As a department, we ensure students' needs are met within the classroom, through staff collaboration, and during internal and public examinations. This is achieved in a variety of ways: running individual and group tutorials, working closely with teachers, and communicating effectively with parents. The amount of support given depends on the student's needs.

Individual tutorials take place on a weekly basis at lunchtime, in identified curriculum time or after school. The content of tutorials depends upon the area(s) of need. This may include exploration of identified special educational needs, supporting key study skills, reinforcement of class work in a particular subject or subjects, dyslexia and numeracy programmes, homework support, improving spelling, developing written work, effective revision techniques, improving personal organisational skills and investigating strategies for enhancing memory, to name a few. Individual Learning Support sessions are at an additional cost to the parent.

Students who receive regular paid support each have a Learning Passport; a set of personalised targets that inform the content of the tutorials and support staff to meet the needs effectively. These are reviewed bi-annually with students, staff, and parents.

A student has access to 2-3 complimentary Learning Support sessions before a collective decision about continuing such support, at a cost payable by parents, is agreed.

Existing Learning Needs

If a student has an existing identified need such as a diagnosis of ADHD, social interaction and communication needs, dyslexia support or any other relevant needs, a copy of this information should be made available to The Ladies' College. The Head of Learning Support will then effectively communicate to staff the provisions needed to ensure reasonable adjustments are made.

Parents are encouraged to inform The Ladies' College of anything they believe to be useful to support their child as they begin their education at The Ladies' College.

Examination Access Arrangements (EAA)

Under current Joint Council for Qualifications regulations, a student should be assessed no earlier than Upper Four (Year 9) to be considered for exam access arrangements such as extra time. The College is also required to provide evidence of 'history of need' to examination boards and evidence of a 'normal way of working' for each student who is given exam access arrangements. In Remove and Lower Four, exam access arrangements are applied at the school's discretion. There is a small additional charge, payable by parents, for those with EAA starting in Lower five onwards.

Assessments relating to dyslexia and exam access arrangements are carried out by qualified staff from the Dyslexia Day Centre, for which there is a charge, payable by parents. Students will not be assessed until they are in Upper 4 at the earliest. These assessments are arranged by the Head of Learning Support.

For further details regarding examinations, please refer to The College website under the "Examinations" page.



PSHCE (Personal, Social, Health, Citizenship and Economic) Education

Personal, Social, Health, Citizenship and Economic Education is an integral part of the curriculum at The Ladies' College. Whilst Form Tutors are involved with the pastoral care, the Head of PSHCE is responsible for the delivery of the course content in this subject, along with other experienced teachers.

Topics covered include:

Health and Well-being

- Personal Identity
- Healthy Lifestyles
- Keeping Safe
- Puberty

Relationships

- Healthy Relationships and Sex Education
- Bullying
- Valuing Difference

Living in the Wider World

- Rights and Responsibilities
- Economic Well-being
- Careers

Other topics may be covered as needs arise or as initiatives are reviewed. The Ladies' College is also supported by the Island PSHCE co-ordinator.

Support Agencies in the Curriculum

The following agencies have been approved by the Education Department. The school makes use of their expertise as part of the PSHCE programme.

- Action for Children
- Barclays – Life Skills
- Cardiac Action Group
- Guernsey Police
- Health Promotion Unit
- Liberate
- National Society for the Prevention of Cruelty to Children (NSPCC)
- SHARE (Sexual Health and Relationships Education)
- St John's Ambulance and Training Services
- The Youth Commission



ICT at The Ladies' College

Our Curriculum

All students receive a weekly IT lesson in Remove, Lower Four and Upper Four. In Remove all students develop the skills they will need using Office 365 including using their OneDrive for online storage and applications including Word, Excel, and Publisher (all of which are available for free for members of The Ladies' College). This includes work on using Internet research, the use of search engines as well as lessons about using technology responsibility and online safety. Students will also have several coding projects and a chance to program robots. All work is delivered and assessed in Microsoft Teams, and we put a lot of emphasis on improving the students' digital communication skills. In Lower Four and Upper Four, they will build on these skills and will finally be enrolled onto the Microsoft Office Specialist program to achieve certification. Students in Lower Sixth also have the opportunity to develop and be accredited with professional level Microsoft and Adobe certifications.

Activities

Students regularly contribute to the Guernsey Press Design an Ad' competition where they achieve considerable success.

Coding Club and Virtual Reality/Minecraft club

In a world where computers are becoming more important in our society, it is also important to get students involved in computer science. Students throughout the school are given the opportunity to learn a programming language and enter coding competitions. This can be further developed within the Curriculum if students choose the Digital Enterprise Option in Lower Five / Upper Five.

Tutor-time and PSHCE lessons

Students will also be taught about online safety and netiquette in other lessons including during Tutor time and in PSHCE. Key resources include the Southwest Grid for Learning <https://swgfl.org.uk/> and the Inspiring Digital Enterprise Award <https://idea.org.uk/> which students (and parents) can sign up for.

BYOD (Bring Your Own Device)

Please refer to the BYOD page at www.ladiescollege.com/information/bring-your-own-device and specifically, the BYOD policy, for the latest guidance and advice. Below is a summary only.

Remove – Upper Five

All students must have a Microsoft Surface, either a Microsoft Go or Surface Pro with a keyboard or a Surface laptop that is managed on The Ladies' College network. Parents purchasing new devices for their daughters should only purchase one of these and you are recommended to do so using the Form on the website and benefit from the discounted rate we have secured with our supplier. The device specifications that must be met are present on the webpage above. Students are also required to bring headphones into College to enable them to listen individually to their BYOD if instructed by a member of staff to do so.

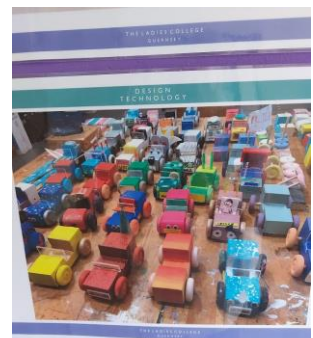
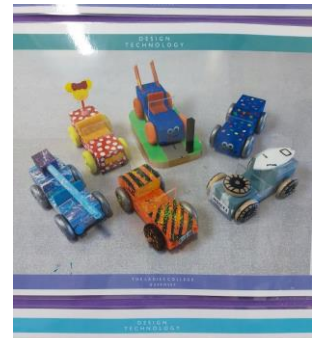
Sixth Form

Sixth Form Students also require a keyboard enabled device (we recommend the Surface Pro) and they are asked to bring in their own headphones.

General guidance:

- All students should connect to the College network using the LCG-WIFI network which filters content while in College
- All students will be expected to understand and sign an acceptable use policy before using their device in College
- Devices should be brought to College fully charged and should not be expected to be charged during the day
- When using a device in lessons and the student has finished, they should place their device face down/close the device to show they have finished
- Students signing into a programme e.g., Smartlab or Kahoot should be guided by the teacher as to whether they should use their full name or whether they can use something which means they remain anonymous (*this may depend on the task which the teacher is asking the pupils to do.*)

Further guidance including what is meant by a managed device, what can be seen and how we manage these devices can be found on the BYOD page of the College website.





The Ellershaw Centre (New Food Technology Department)



Food Technology lessons for students in Remove to Upper Four will be delivered as part of their Design & Technology lessons. These lessons will be delivered on a rotational basis by Mrs Smith. Students will do an 8-week rotation (8 hours), throughout the year and as part of the Design & Technology curriculum.

The focus of the lessons will be to provide students, practically, with the necessary life skills relating to food, preparation and how to cook, whilst applying the principles of nutrition and healthy eating.

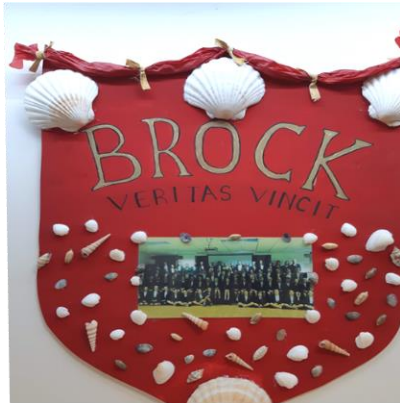
All the necessary ingredients for the course will be available in school. By doing this, students and parents will not need the responsibility of organising and transporting ingredients each week and we will make a small annual charge which will appear on your Michaelmas invoice. The food that students make will be sent home and we hope that over the 8 weeks you will enjoy what is made, appreciating that some meals are more expensive and others less so.



The House System

There are four College Houses:

- Brock, Carey, De Sausmarez, Durand



The History behind the four House names

In the autumn of 1920, when the number of students was 133, College was divided into three Houses named after three distinguished Guernsey families, who had rendered special services to the College as well as to the island: Brock, Carey and de Sausmarez.

Each House had a patron, if possible, a member of the family after which it was named, two House mistresses, a prefect, and a secretary.

The first House meetings were held in the spring term of 1921 – over a century ago! Nearly ten years later an increase in numbers caused the need to add a fourth house, Durand.

Each House had its own badge, which remain the same today – Brock a shell, Carey a swan, de Sausmarez an eagle and Durand a lion and a crown.

Many of the trophies awarded in 1921 are still being used today, such as Cock House, presented to the top scoring House each year and always the last trophy given on Speech Day.

The House System today

All students become members of a House, and these are led by the Sixth Form students who are elected to the offices of House Captain, House Secretary, and Team Manager and are supported by Junior House officials who take responsibility for Lower School teams. The Houses are involved in several team sport events throughout the year and other House competitions such as music, drama, dance, and photography competitions. The House system enables students to mix with other year groups and provides a focus and recognition for their talents and abilities outside the academic area so that all make a valuable contribution to the College.





Co-curricular Activities

The transition from child to young adult needs more than a classroom. It needs the kind of opportunities that come from building friendships, pushing boundaries, facing challenges, and reaching goals.

At The Ladies' College our busy school day is enriched by several lunchtime and after school co-curricular activities. From the traditional drama, sport, and music to the more daring days coasteering, kayaking, building rockets or facing the competition in head-on, high stakes debate; The Ladies' College will give your daughter room to become the adult she wants to be.

Co-curricular activities, include sport, music, drama, chess the Duke of Edinburgh's Award, PACE (Christian group), the De Putron Challenge and debating. The Monachan Trophy for Public Speaking recently celebrated its 10th year of competitive Public Speaking for students in Upper Four (Year 9).

Annually, various Departments at the College enter the students into the local Eisteddfod.

For students in Remove and Lower Four who need to access Private Study, can go to the College Library from 15:30 until 16:00



The Monachan Memorial Trophy

“A trophy donated by Mrs Monachan in memory of her late husband who believed greatly in the value of public speaking. Through the tireless efforts of the English Department staff, students have enjoyed much literary success.”



Sporting Opportunities at The Ladies' College

At the College, we encourage the students to experience as many opportunities, both recreational and competitively. We fervently believe in the ancient Greek adage, 'healthy body, healthy body' – an ethos enthusiastically embraced across the College.

Our Curriculum

Physical Education is an important part of our curriculum and one steeped in history. The Ladies' College has been producing national and international sportswomen for decades including the current Head of Department, former international swimmer, Helen Le Maitre. This sits comfortably beside a curriculum which encourages everyone to be physically active.



Our students can play competitive fixtures in hockey, netball, tennis, football, athletics, gymnastics, touch rugby, athletics, cricket, badminton, sailing and swimming.

Our historic cup matches against Jersey College for Girls and the Guernsey Grammar School push our students to do their very best. We are very proud of our history and play Cup Matches against JCG in Netball, Hockey, Swimming and Tennis. The silver trophies date back to the 1920s and involved many of our current students' mothers and grandmothers. Our students and their sporting achievements are our inspiration and our pride.

Our curriculum focusses on the individual, encouraging participation to develop physical benefits, alongside emotional and social opportunity which contributes so positively to well-being.

Key Stage 3 (Remove, Lower Four and Upper Four) the following activities are offered: Athletics, Dance, Football, Gymnastics, Health Related Fitness, Hockey, Netball, Rounders, Swimming, Tennis, Volleyball, Athletics and Badminton.

Key stage 4 (Lower Five and Upper Five) the following activities are offered: Athletics, Badminton, Gymnastics, Hockey, Netball, Fitness, Rounders, Swimming, Boxing, Sea Swimming, Yoga, Football, Tennis and Volleyball.

Sixth Form (Lower Sixth and Upper Sixth)

The Lower Sixth take part in fitness Friday during which time they can choose from the following options: Spinning, Skateboarding, Cricket, Sailing, Street Dance, Padel, Climbing, Boxing, Football, Gymnastics, Tennis and Rounders.

A-level is offered in conjunction with Elizabeth College

AQA GCSE is offered in Key Stage 4

Co-Curricular Activities

Athletics, Badminton, Cricket, Dance, Fencing, Football, Gym, Hockey, Netball, Rounders, Rugby, Sailing Swimming, Tennis, Swimarathon, and Triathlon.

Sports Tours

A tour is offered for Senior Hockey and Netball Teams to Spain in October Half Term.

Senior Hockey teams participate in the West of England Regional Hockey finals

Senior Netball, Hockey, Swimming and Tennis teams compete against Jersey Schools

HOUSE COMPETITIONS

The Ladies' College Physical Education Department uses the College House system to provide competitive opportunities for all students. House competitions are held in the following sports.

- Athletics – Teams from Remove, Lower Four, Upper Four, Lower Five and Senior. 1 track and 2 field or 2 track and 1 field + relay.
- Cross-country (8 students from Remove – Upper Five)
- Gymnastics and Dance – several students across junior, senior age group.
- Hockey (Remove and Lower Four - 9 students per year group and Upper Four –Upper Sixth 14 students)
- Netball (everyone in Remove – Lower Five and Upper Five –Upper Sixth – 10 students)
- Rounders (everyone in Remove – Lower Five and Upper Five –Upper Sixth – 10 students)
- Swimming (1 swimmer per event + open IM – Remove, Lower Four, Upper Four and Senior)
- Tennis (Teams of 4 Remove – Upper Four and Teams of 4 for Lower Five – Upper Sixth)
- Football







Musical Opportunities

The following ensembles are a flavour of what the Music Department offers on a weekly basis throughout the academic year.

Junior Choir
Junior Motet Choir (auditioned group)
Senior Choir
Senior Motet Choir (auditioned group)
Junior Strings
Junior Wind band
Concert Wind Band
String Orchestra
Saxophone Group
Chamber Groups
Band Mentoring



At the start of the academic year students can audition for the Junior, Senior and Motet choirs.

Instrumental Music Lessons – Questions and Answers

Pupils who transfer to The Ladies' College from States Schools in Remove (Year 7) and who already have access to instrumental or singing lessons from the Music Service can continue their lessons with the Service but will pay a contribution towards their cost. Current scholarship holders will continue to have their lessons free of charge until they leave College. The current contribution towards lessons can be obtained from The Schools Music Service.

The Island Schools' Music Service

Q: My daughter already learns an instrument with the Music Service. Will her lessons continue when she starts The Ladies' College?

*A: Yes. If your daughter **already** learns an instrument with the Music Service in her junior school, her lessons will continue automatically when she joins The Ladies' College. You do not need to take any further action. Your daughter will attend a meeting at the start of the academic year to organise timetables.*

Q: My daughter does not learn an instrument with the Music Service now. Is it possible for her to start with the Music Service now?

A: No. All children attending the State primary schools in Guernsey are tested by the Music Service in Year 1 and Year 4. Instrumental lessons are offered based on the outcome of these tests and it is not usually possible to start lessons with the Music Service at a later stage. Enquiries on this matter should be addressed directly to the Head of the Schools' Music Service.

Private Instrumental Lessons

Q: Can our daughter receive lessons on an instrument at The Ladies' College with a private teacher?

A: Yes. The College has arrangements with a number of private teachers who visit us each week and it is usually possible to arrange for tuition, depending on how busy the relevant teacher is at the time. We currently have visiting teachers for the following instruments: Piano, Drum Kit, Bassoon, Flute, Clarinet, Saxophone, Viola, Violin, Classical/Electric Guitar, and Voice.



Q: How do we arrange for private instrumental lessons?

A: You will need to contact Mrs Roue in writing (at the school address) or by email to aroue@ladiescollege.ac.gg stating that you are interested in arranging for lessons for your daughter on a particular instrument. Mrs Roue will then contact the teachers to see if there is a space available and make the necessary arrangements.

Q: How do we pay for private instrumental lessons?

A: Payment for instrumental lessons is a private arrangement between the teacher and the parents. The teacher will provide you with a list of terms and conditions before lessons begin. Tuition fees may vary from teacher to teacher. You are normally required to give at least half a term's notice if you wish the lessons to cease.

General Information about instrumental lessons at College

Q: When do instrumental lessons take place?

A: Students in Remove (Year 7) to Upper Four (Year 9) come out of their normal lessons once a week to attend their instrumental lesson, regardless of whether they are learning through the Schools' Music Service or with a private teacher. The lesson times rotate to reduce the time lost from any subject. The lesson rotas are displayed on the music notice board outside of MP1 which is located on the ground floor opposite The Core. **Please note: It is not normally possible to offer younger students instrumental lessons at lunchtime or after school as these times are reserved for the older students who are preparing for (I)GCSE or A-level exams and who cannot therefore miss their regular lessons.**

Q: What sort of commitment is expected?

A: Learning any instrument requires a regular commitment of time and effort. Your daughter's instrumental teacher will make clear what they expect in terms of practice and the rate of progress will depend largely on the extent to which that guidance is followed. The Island Schools' Music Service requires all its students to attend Saturday Music Centre and to play in concerts from time to time. Failure to honour this commitment may result in lessons being terminated. Please check regularly for any potential clashes of dates as lessons may also be terminated if sufficient notice is not given of absence from Music Centre concerts.

Q: Does my daughter have to play in The Ladies' College ensembles?

A: Yes. The Ladies' College expects **all** students who learn an orchestral instrument or receive singing lessons to participate in at least one College ensemble appropriate to their level of experience. These groups meet at lunchtimes and sometimes after school.





DRAMA DEPARTMENT

The importance of co-curricular Drama



Drama has an important role to play in the personal development of The Ladies' College students. The skills and qualities developed by students in Drama, such as teamwork, communication, empathy, leadership and risk-taking are assets in all subjects and all areas of life. Drama stimulates the imagination and allows students to create characters and explore different issues and experiences in a safe and supportive environment. Drama can be enjoyed by all and promotes self-esteem and a sense of achievement, endowing students with improved self-confidence.

Each year, the Drama Department stages a whole school production. This co-curriculum activity is open to all age groups and rehearsed mostly at weekends. Productions have included plays such as 'A Midsummer Night's Dream', 'Romeo and Juliet' and 'The Witches', as well as musicals, such as 'Little Shop of Horrors', 'Chicago', 'Beauty and the Beast', 'Grease' and most recently 'Fame.' Whether through treading the boards or working back-stage on lighting, costume or make-up, all skills are encouraged and honed in a fun and supportive environment, in which students work together with staff, to produce exciting theatre.

House Drama is also a highly popular and enjoyable annual event that encourages independent learning. Students in all year groups work together to produce a short comical play that is performed to the rest of the college at the end of the Michaelmas term and is judged by an external adjudicator.

Off-island trips are also a main-stay of the department, allowing students to experience a wide range of theatrical productions and styles. Typically, the A-level and GCSE students spend a whole weekend in London and enjoy three West-End productions, as well as taking part in two workshops led by professional actors. This year due to restricted travel, the Drama department has held screenings of a wide variety of theatre to ensure the students are afforded to opportunity to continue to learn and benefit from performance productions. The department plans to resume their London trips when it is safe to do so.



Additionally, the department takes students on trips closer to home – for example, taking the A-level students to see live screenings at the Performing Arts Centre and attending workshops by visiting UK companies with GCSE and A-level students.

The department runs a few weekly lunchtime clubs: Drama Club for Removes and for Lower Four, as well as a weekly Acting Skills Workshop for Upper Four – all of which promote a sense of fun and inclusion.

The Drama Department truly believes that co-curricular Drama is an essential part of a well-rounded education, which positively impacts a students' success. Besides being enjoyable and a great way to socialize with peers, co-curricular activities enhance students' time management and stress management skills, improving overall productivity; in addition, written and oral skills also improve. Travelling to the UK, when possible, enables students to experience a broader spectrum of exciting theatre and opportunities, encouraging a sense of independence, as well as creativity.

Co-curricular Drama also increases a candidate's appeal when applying to University, regardless of the subject applied for, as it demonstrates their ability to work as part of a team, as well as an expected level of communication and independent learning. For those who wish to go on study Drama at a higher level, it is an essential opportunity to work collaboratively in an environment in which skills can be learned and honed. Past students have gone on to study Drama at The Liverpool Institute of Performing Arts, Royal Holloway, Goldsmith's College and Exeter University, for example.

For all students, Drama remains an essential part of the curriculum and the co-curricular spectrum of opportunities afforded at The Ladies' College, allowing students to explore their creativity, improve their confidence and learn skills which will support them in their lives to come, is highly valued.





The Duke of Edinburgh's Award Scheme

Students at The Ladies' College can participate in the Duke of Edinburgh's Award Scheme. Students can begin their Bronze Award in Upper Four (Year 9), the year they turn 14 years of age.

The commitment to volunteer in the community and the undertaking of physical and skill-based activities becomes progressively more extensive, and the expeditions become more and more challenging as students' progress through the levels. The experiences gained in attaining these levels are rewarding in themselves, and each award is highly regarded by employers and universities.



Gold participants on their qualifying expedition in the Tatra mountains, Slovakia

Since its creation in 1956 by HRH The Duke of Edinburgh, the award programme has gone from strength to strength. Guided by a set of principles, and by the young people themselves, it is as relevant today as it was when it was first created.

It is a flexible programme that helps to develop young people for life and work, and the numbers speak for themselves: 93% of participants feel that the DofE Award has helped them to work in a team and 84% feel that they have become a more responsible person.

Award Levels

Bronze – Upper 4

Silver – Lower 5 onwards

Gold – Can commence once 16



Activities for each of the Award sections take a minimum of one hour a week over a set period so it can fit in around academic study, hobbies and social lives. Development and regular progress must be shown, and any award started must be completed by the participants 25th birthday.

Awards Received

At The Ladies' College we run a very successful scheme, with a large number of awards being achieved each year.

2012 – 2013 30 Bronze, 4 Silver & 6 Gold
2013 – 2014 32 Bronze, 9 Silver & 2 Gold
2014 – 2015 19 Bronze, 5 Silver & 5 Gold
2015 – 2016 23 Bronze, 8 Silver & 9 Gold
2016 – 2017 31 Bronze, 15 Silver & 6 Gold
2017 – 2018 25 Bronze, 4 Silver & 8 Gold
2018 – 2019 28 Bronze, 4 Silver & 11 Gold
2019 – 2020 11 Bronze, 8 Silver & 6 Gold
2020 – 2021 27 Bronze, 3 Silver & 1 Gold
2021 - 2022 30 Bronze, 11 Silver & 1 Gold



Timescales



Expedition Destinations

Bronze – Guernsey, Jersey & The New Forest, UK

Silver – Poole, Swanage, Peak District, Lake District, Brecon Beacons & Dartmoor.

Gold – Peak District, Lake District, Brecon Beacons, Poland & Slovakia.



Sixth Form Co-Curricular (Extended Study Programme)

Prefects

Prefects support the staff in upholding the College's ethos.

Physical Activities

Lower Sixth

A Lower Sixth Physical Education programme was implemented last year to enable students to access a range of physical activities, in 4-week blocks every half term to include, wild swimming, paddle boarding, yoga, sailing, fitness classes, tennis, body conditioning, dance, and gymnastics.

Upper Sixth students will continue with independent choices during their allotted weekly P.E. session. However, they are more than welcome to sign-up with Lower Sixth classes. If Upper Sixth students have a free period before the timetabled P.E. session, there may be enough time to leave the College site after signing out at Reception to visit an off-site facility to swim, play badminton or attend the fitness studio at Beau Sejour.

Sixth Form students are expected to take a full and active role in House sports competitions and are required to wear suitable sports kit. (*The required PE kit is noted in the uniform list.*)

Enrichment Opportunities for Lower Sixth

There will be a timetabled session each week when students will be introduced to different opportunities to enrich their time in the Sixth Form. Attendance is compulsory. Various speakers will be invited to share their experiences through workshops, discussions, and presentations. The topics will be very varied, including study skills, employability, wellbeing and health, careers and PSHCE. Students are encouraged to record information about the sessions in their Diploma book and this will go towards the Sixth Form Diploma and be useful when writing their personal statements.

It is important that students apply for the enrichment opportunities promptly, check and reply to their college emails regularly, and return parental agreement forms by the due date in order to demonstrate good organisational skills.

The Elizabeth & The Ladies' Colleges Diploma

The Elizabeth and The Ladies' College Sixth Form Diploma has taken the best elements of our previous separate diplomas and added new ideas to create a qualification which prepares our students for adult life by celebrating what they already achieve (both in school and in the wider world), offering them new opportunities and challenges, and equipping them to enter higher education or employment with confidence.

Students are awarded a Diploma which consists of 6 strands. This is designed to be awarded at 3 levels over a 2-year Sixth Form course. The three levels are: Level 1 (Pass), Level 2 (Merit) and Level 3 (Distinction).

The six strands to the Diploma are:

- Academic
- Broadening of Horizons
- College Community
- Service
- Personal Development
- Post-18

In addition, all students will complete a core content of wider reading, post-18 careers advice, critical thinking, and study skills.

Students will be guided through the diploma, and at the end of the Lent term, successful candidates will gain either a pass, merit or distinction.

The Diploma must be completed prior to the end of the Lent term of Upper Sixth**EPQ (Extended Project Qualification)****What is an EPQ?**

EPQ stands for Extended Project Qualification and is equivalent to half an A-level, but has the added advantage of being able to obtain the A* grade. It has been developed in order to:

- Prepare students for the demands of study at higher education level.
- Give students a wide range of transferable skills.
- Demonstrate creativity, initiative, motivation, and commitment.
- Add something extra to applications, CVs, and personal statements.

The EPQ gives students the opportunity to research a topic of their interest; this does not have to be based on an academic subject that the student is studying.

What happens?

During the Michaelmas term all students in the Lower Sixth follow a weekly programme of study skills to complement their regular lessons. This is delivered through a series of scheduled lessons followed by an online university short course.

What will I need to do?

EPQ students are allocated a supervisor (usually a member of the teaching staff) who will guide them through the process. The first stage is to submit a title proposal. Once this has been approved, research can begin. There are regular meetings with the supervisor to monitor progress and offer advice. Once research has been undertaken, students submit their work, which usually takes the form of a 5000-word dissertation but can also include compositions, an investigative report or an artefact supported with a written piece. They must also give a presentation about their EPQ in front of an audience. The presentation is recorded and sent to an external moderator, along with the dissertation and a logbook of the work undertaken.

Students must complete their EPQ prior to the end of the Lent term of Upper Sixth.

Volunteering in the Community

Students are encouraged to spend some time as a volunteer. In the past we have had students spending time in Care homes, with the Brownie and Girl Guide associations, collecting money on flag days, etc.

Young Enterprise (Y.E.)

This opportunity allows groups of students to form companies and offers individuals the chance to take on key roles with different responsibilities within their company.

The local advisor and co-ordinator will give a presentation to all Lower Sixth Form students in September. The benefits of taking part in a group activity with students from other schools and colleges on the island will be explained. Many of our students become involved in this venture, early in the Michaelmas term, so that they can be ready to market the goods which their companies have produced in time for Christmas.

An evening of presentations from each company takes place in the Trinity term when awards will be made to individuals and companies. The winning team will represent Guernsey in the Southeast Regional finals.

Young Enterprise Top Tips:

- *Do not be afraid to share your ideas or fears*
- *Be democratic*
- *Listen to all the members in your company*
- *Have regular hot drink breaks*
- *Share tasks out evenly*
- *Consider some people are willing to do more than others*
- *Know that people are doing it for different reasons (CV filler, experience, profit, contacts)*
- *Do not be safe with the products/ services you choose. Be adventurous!*

Moot

In the Michaelmas term, lawyers from Collas Crill will give a presentation to Lower Sixth students about the benefits of taking part in a legal debate called a Moot. Students gain valuable insight into the legal processes of prosecution and defence through a series of competitions, culminating in a semi-final when both sides of a case are heard by a senior lawyer or judge and the winning team is announced. Advice is given by local lawyers at the after-school sessions held in several local schools.

De Putron Challenge

This is an Inter-Island General Knowledge Quiz between teams of students from Guernsey and Jersey. Three students represent The Ladies' College and various knock-out rounds are held within the sixth form to find our best participants to represent The Ladies' College. Elizabeth College also sends three of their boys, so there is friendly rivalry between the two Colleges.

Institute of Directors' Leadership Shadowing (IoD)

Each year, students will be given the opportunity to shadow a senior manager for a period of 3 days in either the Lent half term, Easter, or summer vacation of the Lower Sixth form. This opportunity gives students a chance to identify the skills required to become successful managers of the future and gives them an insight into the world of business. A spokesperson from the Institute of Directors will give a presentation about the benefits of this scheme at the beginning of the Lent term. All participants are expected to make a short oral presentation about their experience to a panel of judges. They must also attend the awards night, when the overall winners will give

their presentations in front of managers, family, and participating students. This is also the opportunity to thank their managers for the opportunity to shadow them.

First Aid training

A presentation about First Aid will be given to Lower Sixth students by a local paramedic. Students may sign up for a weekend session to gain their certificate and card. The training will give them the confidence and ability to respond in any emergency which they may encounter. A small cost is incurred to pay for the 6 hours of training.

Work Experience

Work experience is compulsory for Lower Sixth students after their examinations in the Trinity term. Work experience is extremely important before making applications for certain degree courses e.g., Medicine, Veterinary, and Teaching, and it is beneficial for students to refer to it in their personal statements.

All work experience which takes place during term time must be passed through the local Wexbox scheme, organised by Education Careers Department. The work placements are checked for health and safety purposes and a job description is available on the web site. A teacher will visit the student during her placement and will discuss the placement with her and with her mentor. The teacher and mentor references may be used when students apply for a university place or local employment. Information about the application process will be given to students at the beginning of the Lent term.

TEFL (Teaching English as a Foreign Language)

Our annual TEFL course is available to student from Upper Five to Upper Sixth after the GCSE and A-level examinations. The two-day TQUK accredited course covers a broad curriculum and includes lesson preparation and planning, teaching practice and grammar tasks.



SECTION TWO

College Regulations and Expectations

Code of Conduct

We expect that as a student at The Ladies' College you will:

1. Set yourself high moral standards and act with integrity.
2. Try hard and always do your best.
3. Be polite and considerate.
4. Avoid acting in a way that could be dangerous or damaging to the health, safety and wellbeing of yourself and others.
5. Arrive punctually for the start of the College day and for each lesson or activity.
6. Observe the uniform policy.
7. Look after College property carefully, respect the property of others and keep you own belongings safe and tidy.
8. Be dependable when you have undertaken commitments or duties.
9. Remember that you are a representative of the College and that the good or bad behaviour of one brings credit or disrepute to all.



Travelling to and from College

Students should enter the College grounds via the lane from Brock Road or the side lane from Rocquettes lane. No girl in the Senior School is allowed to enter or leave by the main College entrance in Les Gravées.

The official opening time for the College is **08:00** and the closing time is **16:15**. Please note that if students are on site before or after these times, they are unsupervised.

Scooters

Students who come to College on scooters or motorcycles must apply to the Principal for permission. They should dismount in Rocquettes Lane and push their bike into the College bike sheds. Correct protective wear is necessary.

Parking

Students must not drive onto the College site for any reason.

Bicycles

The lane leading to and from Brock Road and Rocquettes Lane is available to College students by courtesy of the owners of the adjoining houses. It is essential that no students ride their bicycle along this lane. All bicycles must be parked in the cycle sheds provided. If, for any reason, a bicycle must be left at College overnight, it must remain in the cycle shed at the owner's risk - we do not have facilities to store cycles inside College buildings. Whilst cycle helmets are not compulsory, they are recommended, as is the use of fluorescent bands during dark mornings/evenings.

Driving onto / Parking on site (Drop off / Pick up)

Parents/Guardians with Senior and Sixth Form students must not drive onto site from Monday to Friday between the hours of 07:30 - 09:00 and 14:30 - 17:00.

The only exceptions to the above are for students carrying a large instrument., those on crutches, those with large amounts of sports equipment (i.e., goalkeeper at hockey) and those who have a mobility-restricting illness (for which we will require a doctor's letter). In these instances, we would ask parents/guardians to drop-off before 08:00 and collect after 16:15. Should your daughter's name need to be added to the list of students who require special dispensation, please provide the Principal with a written request to this effect.



Reporting to Parents

The College sends Remove, Lower Four and Upper Four parents two Interim Reviews and one full written report every school year. The first Interim Review will be issued midway through the Michaelmas term and the second Interim Review, issued in the Lent term, will provide an update. Lower Four and Upper Four will also have results issued the end of the Michaelmas term, following school examinations that are held in November. A full report will be issued at the end of the year and will include:

- Student's progress in all subjects studied.
- Details of a student's general progress by the Form tutor. This will be an overview of the student's academic progress, behaviour, contribution to the life of the school and any special achievements during the year.

Lower Five receive one Interim Review in the Michaelmas term, one Mid-Term Assessment (MTA) in the Lent term which includes a grade indicative of their current performance, a target and a target grade and a full report at the end of the academic year. Upper Five receive an Interim Review in the Michaelmas term and a full academic report at the end of the Lent term following their mock examinations. Each year group will also have a parent's evening.

Sixth Form

Lower Sixth will receive their first Progress Review in the first half of the Michaelmas term and the second one at the end of the Michaelmas term, they will then receive a third follow-up Progress Review in the Lent term and a full report at the end of the Trinity term. Upper Sixth will receive one Progress Review in the Michaelmas term and a full report at the end of the Lent term.

Availability

All Interims, Progress Reviews and full Reports will be available through the Parent Portal. For further details on how to access and logon please see our website www.ladiescollege.com and visit the information page. The Parent Portal also provides an up-to-date record of attendance. <http://www.ladiescollege.com/information/communication-to-parents#portal>

Parents' Evenings - Remove to Upper Five

Following feedback from our virtual parents' evenings over the last two years, for the academic year of 2022/2023 we are holding Remove, Lower Four and Upper Four parents' evenings in College as normal between 1700 and 1900, while Lower Five and Upper Five will be held virtually, using the same school cloud system used previously, allowing appointments between 1630 and 1930. You are always welcome to contact Year Co-ordinators and Form Tutors after a parents' evening, or at any other time, should there be any matters you wish to discuss.

Term Dates and Academic Calendars are made available at the beginning of each term on The Ladies' College Website www.ladiescollege.com

Records of Achievement

The College maintains a Record of Achievement for each student. Students are given the opportunity to update their personal record regularly. A full copy is made available to parents at the end of Upper Sixth and is updated and presented along with final A-level certificates.



Health/Medical/Illness/School Nurse/ First Aid

If your daughter is going to be off school ill, please email office reception@ladiescollege.ac.gg or if you are unable to email, please telephone prior to 08.25. The main office is manned from 08.00 until 16.30 (Monday – Thursday and 16:00 on Fridays.)

1. If you suspect that your child is suffering from an infectious disease (including influenza and the common cold) please keep her at home.
2. If a student is suffering from an infectious disease other than influenza or the common cold, it would be most helpful if you could inform the school.
3. If a student becomes unwell during the day, the office staff will contact you by telephone to come and collect.
4. If a student has a stomach bug, they must remain at home for 48 hours following the last episode of vomiting and / or diarrhoea.
5. If a student is presenting with any **COVID-19** symptoms, they must remain at home and follow the advice of a GP or the advice available from the SOG. Should a student present with any of the symptoms during the school day, we will call you to request that they are collected immediately and follow Public Health advice
6. Apart from Asthma inhalers, Adrenaline auto-injector pens and medications for the control of Type 1 Diabetes, students are not permitted to carry any medication with them at College. Permission must be sought from the Principal if a parent considers it essential that medication is held by the student rather than at the office. All other medicines must be handed in at the office for supervised self-administration. These medicines will only be accessible during normal College opening hours, Monday to Friday 08:00 – 16:00, they will not be available during weekend or after-school activities. If a parent wishes a supply of medicine to be held at the office so that students can self-administer under supervision, they must request this facility in writing providing exact details about the medicine and dosage required with associated symptoms. Parents are responsible for ensuring that sufficient in-date quantities of the medicines are provided. No teacher or member of support staff will administer medicines without parental consent.

Students Reporting to Reception Feeling Generally Unwell

Students should not contact parent(s) directly, but if they feel unwell, they should report to Reception.

Medical and pastoral support from Reception and parental help

If your child has ever felt unwell during the school day, you will know from first-hand experience how our support team in Reception always go ‘above and beyond’ to provide the students with assistance and reassurance in equal measure. We do ask that, where a minor injury or ailment has occurred outside of school, the students come to College prepared with spare plasters etc. so that our office support team can focus on students who need more urgent attention. This is particularly important near the start of the school day when there is vital administrative work to be done to ensure all students have been registered and are onsite. The safety of our students is our prime concern, and we would ask you to support us by making sure minor First Aid for cuts, bruises and

the like are treated at home before they arrive at school, and also that they have with them e.g., a few spare plasters, a bottle of water, or some cough sweets. We will be talking to the students about this and, we would value your support in helping us provide the best possible care to all our students.

Office Staff will:

Contact a parent/guardian to discuss whether it is appropriate for the student to go home. If there is already a concern over a particular student, they will first contact the Year Co-ordinator or Deputy Principal (Pastoral) to discuss.

Staff will NOT administer medication unless it is prescribed, and the administration has been authorised and explained by the student's parent or guardian. When phoning home to discuss an unwell student, a parent may request painkillers be administered to give relief to a student suffering from a minor headache, stomach cramps etc. and who wishes to remain in school – in this circumstance we will confirm details of any other medications already taken that day, and obtain the parent's exact instructions i.e., whether the student is to be given paracetamol or ibuprofen and the exact dosage to be administered. Any pain relief given will be logged on the Ad-hoc Meds form in the Medical Register held at Reception.

Pain relief (standard strength paracetamol or ibuprofen only) may be given to a student over the age of 18 without seeking parental consent. Any pain relief given must be logged on the Ad-hoc Meds form in the Medical Register held at Reception.

The full College First Aid Policy is available on The Ladies' College website
<http://www.ladiescollege.com/media/88317/First-Aid-Policy-effective-160614.pdf>

Accidents/Sudden Illness

If a student suffers an accident or sudden illness at school and requires the services of the Ambulance and Rescue Service, St. John's will make a charge for this. This charge will be the responsibility of the parents and any accounts received by the College will be sent onto the parents for settlement. Some health insurance schemes cover this service, but if not, St. John's Ambulance and Rescue have their own ambulance insurance scheme, which, for a small annual payment will cover all ambulance charges for a year.

Please try as far as possible to arrange appointments with the Doctor, Dentist, Optician or Medical Specialists outside lesson times.

The School Nurse

The School Nurse is available for help and advice on health issues for all students, parents, and teachers. There is a referral process through school, there is a fortnightly drop-in session and parents are welcome to contact the School Nurse directly.

A health review is offered to Remove students and further checks such as vision, hearing, and weight are available on request throughout the secondary school years. The School Nurse is available to see students upon a referral from the Deputy Principal (Pastoral).

The teenage immunisation booster is now given in school by the School Nurses and will be given in Upper Four. Parents will be notified when this will be.

HPV vaccinations will also be administered by the School Nurse. Parents will be notified when this will be.

The School Nurse can be contacted at Lukis House Tel. No. 725241.

Where there is a tragic occurrence in the school, such as a sudden death or serious injury, the Principal may ask certain external approved agencies or counsellors from other agencies for support. A teacher may not always be present for the delivery of this support. Normally parents will be advised that such services are being made available but unforeseen circumstances may necessitate support being made available immediately.

First Aid

Minor cuts, bumps and bruises are looked after by First Aid trained colleagues. Parents will be contacted if a more serious injury has been sustained. Parents are informed of all head injuries reported to the Office Staff. A significant injury should be assessed by medical professionals.



Attendance / Leave of Absence

Attendance

It is essential that we know who is in on-site during College hours.

1. Any student who arrives after Registration (08:28 and 13:23) must report to Reception as soon as she arrives and sign in on the lists provided.
2. Students are expected to remain on the premises during the school day unless they have written permission of her parents and / or permission of an appropriate member of staff. *(Please see Sixth Form handbook for regulations applying to Sixth Formers.)*
3. If a student has parental permission to be out of College, she should report to Reception when she leaves and when she returns.
4. No students may remain in College after 16:15. without permission unless she is taking part in an official College activity. The College is locked at 17:30 each evening.
5. The College is closed to students on Saturdays, Sundays, INSET days and during the holidays except for official extra-curricular activities.
6. Attendance for all students is compulsory at the following important College occasions: Permission **will not** be granted (*except in very exceptional circumstances*) for students to miss the following events.
 - **Michaelmas Term: Carol Service** (*evening*)
 - **Trinity Term: Leavers' Service** (*evening*)
 - **Trinity Term: Speech Day** (*last morning of term*)
 - **School Examinations** (*any student absent from an internal school examination may result in no standardised scores for that session.*)

(Dates are published on our website in September www.ladiescollege.com)

Leave of Absence

Any request for **Leave of Absence** should be addressed, in writing, to the Principal well in advance. Consent should not be assumed. **Family holidays should not be arranged during term time.** *Any family holiday taken during term time will be unauthorised absence.*



College Expectations

We expect that students at The Ladies' College you will:

- Set yourself high moral standards and act with integrity.
- Try hard and always do your best.
- Be polite and considerate.
- Avoid acting in a way that could be dangerous or damaging to the health, safety and wellbeing of yourself and others.
- Arrive punctually for the start of the College day and for each lesson or activity.
- Observe the uniform policy.
- Look after College property carefully, respect the property of others and keep your own belongings safe and tidy.
- Be dependable when you have undertaken commitments or duties.
- Remember that you are a representative of the College and that the good or bad behavior of one brings credit or disrepute to all.

Moving around College

1. Students should walk quietly on the right-hand side of the corridor, showing consideration for others. There should be no running in the corridors.
2. Students should be aware of others and should open doors for staff, visitors to the College and for anyone carrying awkward or heavy things, as well as for each other.
3. College assemblies are a time of quiet reflection. Students should go to and from assembly in silence.
4. Students should stand up when a visitor enters a classroom.

Food and drink *(A copy of the Catering policy can be requested from the College)*

1. Food is not to be eaten in the corridor or open containers of drink carried about.
2. No food or drink may be taken into the Library, computer rooms or changing rooms at any time.
3. Students must not chew gum while in College.
4. We operate a '**nut free**' policy and ask that these are not brought onto site.
5. Recycling is encouraged.

Personal belongings and College property

1. All uniform, P.E. kit and personal belongings must be clearly named. The College accepts no responsibility for loss or damage.

2. Only the minimum money needed for essential purposes should be brought to College and it must be kept on the person or locked in the student's locker. It may, however, be given to Reception for safekeeping. The College accepts no responsibility for lost money.
3. Students in Remove – Upper Five are not permitted to have their phones out at college. Phones should be stored in lockers on arrival at college and cannot be left out on desks or stored in blazer pockets. Students can use their laptops throughout the day and during break and lunchtime. If you do use your mobile during the college day, it will be confiscated and taken to Reception for safe keeping, from where you can collect it at the end of the college day. Repetition of a confiscation will lead to further sanctions. Under no circumstances should devices be used to take photographs of other students or staff, or to record their voices, without the express permission of the person concerned. **Under no circumstances should phones (or other photographic or recording devices) be used to take photographs of students or staff or to record their voices without the express permission of the person concerned.**
4. Electronic devices must not be used in the corridors or while moving around the site.
5. School bags must not be left where they may cause inconvenience or danger to others e.g., on or near staircases, in classroom aisles or corridors
6. Classrooms must be kept tidy. Any broken furniture must be reported to a member of staff.
7. Students are responsible for any books or items of equipment issued to them and will be charged for the replacement of any items lost or damaged.

LOST PROPERTY

Named items of uniform or equipment handed in at Reception will be returned to the student via the Form tutor. All other unnamed items are disposed of at the end of each term, if uncollected. Notices regarding disposal of Lost Property are displayed on the television screens. Students are given adequate notice to check Lost Property. The Lost Property bins are located outside of the Gym changing rooms.

Serious Misconduct

Certain activities are strictly forbidden and will lead to serious disciplinary action. This could include exclusion, internal, temporary, or permanent.

Examples of these activities include:

- Smoking, drinking alcohol or possessing, using or supplying banned substances while in College or engaged in official College activities.
- Theft
- Deliberate damage of property or acts of vandalism.
- Malpractice in examinations, whether public or internal.
- Bullying.

- Offences which actually, or potentially, damage the good name and reputation of the College.
- Criminal offences not already outlined above.
- Persistent failure to meet specified academic targets for progression.
- Persistent breach of school policy/rules and regulations.



Code of Conduct for the use of Computers at The Ladies' College

- I will only use the computers with my own name and password.
- I will keep my password secret.
- I will only use the College network for purpose allowed by the College.
- I will only use my personal devices to support my learning and not for other use in lesson time.
- I will not use a Virtual Private Network (VPN) through the College Wi-Fi provision.
- I will make sure that my personal devices are protected from unauthorised access and try to protect myself from hacking and computer viruses.
- I will only send and read email messages and attachments to people I know or people my teachers or parents have approved or as part of my studies.
- I will make sure my emails messages and postings to social networks are polite and responsible.
- I will not give anyone personal information or photos over the internet or phone unless as part of lessons.
- I will tell a member of staff if anyone sends me unpleasant or offensive messages or pictures over the Internet.
- I understand that the College may check my files and may check up on the Internet sites I visit.
- I will not copy other's work from the Internet and pretend that it is my own.
- I will not use DVD's, pen drives and SD cards to add or remove programs from machines.
- I will not take photos of other students or members of staff without permission and any photos I do take must only be used in College and not given to anyone else.
- If given permission I will use social media sites in accordance with the Social Media Code of Conduct.

Data Protection

Use of Personal Information by the College

GDPR consent is sought annually from parents for Remove and Lower Four and from students from Upper Four to Upper Sixth.

In summary, the College, from time to time, may make use of personal data relating to students, their parents, or guardians in the following ways:

Photographic images of students may be used in the College publications, on the College website and the College's linked social media and in the Guernsey Press – no information other than first name and age is generally used, with previous consent.

The College will supply information regarding students to the Education Department and other agencies as required.

Details about Sixth Form students is shared as part of our partnership with Elizabeth College as part of our educational provision.



Plagiarism

The College aspires to excellence, to act with integrity, embrace diversity and cultivate responsibility. We view plagiarism as **academic dishonesty**; in other words, it is **cheating** and as such it is subject to consequences and sanctions. We define plagiarism as *where the work or ideas of others are presented, intentionally or unwittingly, as a student's own without proper, clear, and explicit acknowledgment*. An authentic piece of work should be based on the individual's ideas. Where the work of others is used, the sources should be fully acknowledged. Where sections are reproduced from the work of another source and are quoted verbatim, the words should be enclosed by quotation marks. It is also important to respect intellectual or creative property and to be aware that law usually protects this property. Most cases of academic dishonesty are accidental: it is important that students learn from their mistakes in order then not to repeat them. In repeat or serious cases, especially when external accreditation of academic work is jeopardized, the student(s) could expect suspension from the Colleges, and/or removal from the subject concerned. The full policy on academic dishonesty can be viewed on the link below.

<http://www.ladiescollege.com/information/policies>

We expect all staff and students to familiarize themselves with the content.



Policies

Please visit our website www.ladiescollege.com to view up to date College Policies:

We ask that all parents make themselves aware of College Policies.

<https://www.ladiescollege.com/information/policies>

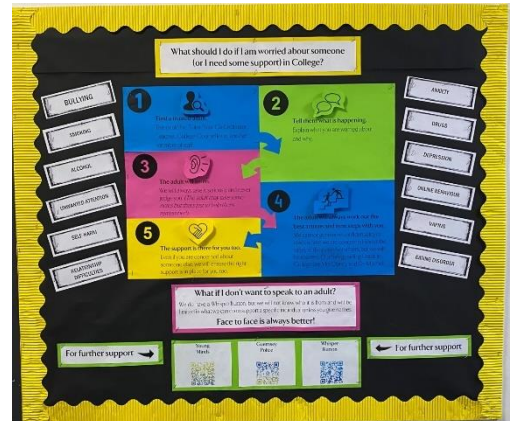


Safeguarding Children

Child Protection Statement *copy of policy is available to view at www.ladiescollege.com/the-school/senior-school*

The Lead Designated Senior Person (DSP) in the College is the Deputy Principal (Pastoral)
Deputy DSPs are Deputy Head Melrose, Head of Sixth, Head of Pre-prep and Year Coordinator (L4)

It is a directive of the **Education Department** that the following statement must be published in school brochures:



All island schools are required to comply with the 'Interagency Guidelines and Child Protection' as laid down by the Guernsey Island Child Protection Committee.

The Ladies' College will follow the procedures set out by the Island Child Protection Committee and take account of guidance issued by the Education Department to:

Ensure we have a Designated Senior Person for Child Protection who has received appropriate training and support for this role.

Ensure every member of staff (including temporary and supply staff and volunteers) know the name of the Designated Senior Person responsible for Child Protection and their role and complete appropriate training.

Safeguarding Children and Child Protection

The Children Law (Guernsey and Alderney) 2008 states that all States Departments have a duty to work together and share information to ensure that children and young people get the services they require. This is also essential to protect children and young people from suffering harm, abuse, or neglect and to prevent them from offending. Further information is available at <http://childrenlaw.gg>

All island schools are required to comply with the Interagency Guidelines on Child Protection. These may be located at <http://www.online-procedures.co.uk/guernsey/>

The guidelines emphasise that everyone has an important part to play in preventing the abuse of children, and in responding to situations where they think that a child may be suffering, or at risk of suffering from serious harm. Therefore, if we have concerns about a child or believe that a child has suffered or is likely to suffer serious harm then the school will contact MASH (Multi Agency Support Hub) whether a referral should be made. Any concerns raised by members of staff in the school will be reported to the College Designated Senior Person who will contact MASH colleagues as appropriate.

Operation Encompass

Operation Encompass is a scheme that runs across the UK to provide immediate support for children and young people who are involved in or witness domestic abuse incidents. Schools and colleges in Guernsey and Alderney will be participating in this scheme, which is run jointly with

Bailiwick Law Enforcement. The Designated Safeguarding Lead has been trained to liaise with the police and to use the information that has been shared, in confidence, to ensure College is able to make provision for possible difficulties experienced by children, or their families, who have experienced a domestic abuse incident.

We are keen to offer the best support possible to all our children and young people. We believe adopting this important initiative will be extremely beneficial for all involved. Should you wish to find out more about the scheme, details can be found at www.operationencompass.org.



Section Three

The School Day

Senior School – Remove to Upper Five

08:20	Warning Bell
08:25	REGISTRATION
08:30 – 09:30	Lessons 1 & 2
09:30 – 10:30	Lessons 3 & 4
10:30	Assembly / Form time (<i>Lesson 5</i>)
10:50 – 11:15	Break
11:15 – 12:15	Lessons 6 & 7
12:15 – 13:20	Lunch
13:15	Warning Bell
13:20	REGISTRATION
13:25 – 14:25	Lessons 8 & 9
14:30 – 15:30	Lessons 10 & 11
15:30 – 16:00	Lesson 12 (Optional Private Study sessions for Remove & Lower Four)

Sixth Form

The following is a guide to the management of a school day for the Sixth Form:

Period A	08:25 – 09:25	Registration then your first lesson (or study period at your own College)
Period B	09:35 – 10:0 10:30 – 10:50	Lesson or study period at your own College. Tutor period, year meeting or assembly at your own College
Period C	11:00 – 12:30	Comprising C1 (11:00 – 11:45) and C2 (11:45 – 12:30) Lesson or study period at your own College.
Period D	13:25 – 14:20	Lesson or study period at your own College.
Period E	14:30 – 16:00	Comprising E1 (14:30 – 15:15) and E2 (15:15 – 16:00) Lesson or study period at your own College



The College Library

The College library aims to provide books and resources that support the curriculum and enable the students to become critical thinkers and effective users of information, and to develop the love of reading. It is open throughout the school day and is a place for quiet study and reading. A lunchtime book club is held every week, there are also quizzes and paper craft activities during the year as well as jigsaws, card, and board games available during lunchtimes.

The library is well planned and stocked. It has over 11,000 fiction and non-fiction titles, a range of monthly magazines and daily newspapers, DVDs, and CDs. The College Librarian does more than stamp books. She is a source of advice and information and can recommend authors or specific titles for recreational reading. Students can also make requests for new additions to the library.

It is a place where the printed word works alongside digital access. eclipse.net is the library management system. It has many functions including book reviews and links to relevant web sites. Students can keep track of the books which they have on loan, reserve books, and write book reviews which can be viewed by others. The library catalogue can be accessed from any computer, at home or in the college. There are charging points on every desk for the students to charge their own devices.

The College Library is a safe space where students can feel supported in their learning and well-being.





The Ladies' College 'CORE'



The Core welcomes all students and staff to come and dine with us on weekdays during term time.

We offer a wide range of food ranging from breakfast, a light mid-morning snack to a delicious lunch, with a wide range of drinks including a warming hot chocolate for the cold winter days, to refreshing flavoured sugar free waters.

Every term we have a new menu which can be viewed on the College website and is also available to view in the Core Refectory. <http://www.ladiescollege.com/information/the-core-menu>

We pride ourselves in offering a wide range of food for students to be able to choose a healthy meal, fresh fruit, and salads. We have a popular big bowl salad bar, which runs all through spring and summer. There are daily homemade soups, main dishes, and a green dish for a vegetarian choice.

We give a helping hand to young students by providing healthy choice stickers on food, so they know they are choosing one of their five a day. We all have those days when we just need a treat to get us through the day, so The Core prides itself on providing homemade cakes, muffins, and biscuits.

In March 2022 we were once again awarded a **five-star hygiene standard** and we take pride in running The Core to a high standard of working practice and providing fresh and tasty food for the whole College including Melrose and our Pre-Preparatory Department.

The Core operates from a purpose-built kitchen and refectory. We are also lucky to have an outside terrace, which on the warmer days can be used by students to enjoy alfresco dining. Pupils from our Junior School, Melrose also eat their lunch in The Core.

We look forward to welcoming students to The Core.





Staff Lists

Chairman

Advocate Caroline Chan

Vice Chair:

Mr Peter Miller

Governors:

Mr Brian Acton
Sir Richard Collas
Ms Eve Jardine-Young
Deputy Heidi Soulsby
Mrs Catharine Walter

Associate Governors:

Mr Simon Elliott
Dr. Joey Freeman
Mr Allister Langlois
Dr. Jo Le Noury

*The Chairman of the Board of Governors can be contacted via the Clerk to the Governors,
Miss E. Bridge, bursar@ladiescollege.ac.gg*

Principal :

Ms Daniele Harford-Fox
BA Hons Oxon, Cambridge Diploma in Teaching
and Learning.

**Vice Principal, Bursar & Clerk to
the Governors:**

Miss Elizabeth Bridge
MA Oxon ACA

Director of Studies:

Mr Howard Barnes
BSc Hons York, PGCE, MRSC, CChem CSci,
FRSC, MEd.

Deputy Principal: (E)
Enrichment

Mr James Henderson
BA Hons Leeds, LRSM, CT ABRSM, PGCE

Deputy Principal: (P)
Pastoral

Dr Vanessa Mitchell
BSc Hons University of Swansea, PhD Glasgow,
GTP ISQAM

Deputy Principal: (T&L)
Teaching and Learning

Mr Chris Roughsedge
BA Hons Liverpool, PGCE

Operational Colleagues:

Office Administration

PA to the Principal:	Mrs Rachel Chilton BA Hons Exeter, MA Sussex
Receptionist:	Mrs Chloe Moakes BSc Hons Royal Holloway University of London
Office Administrator:	Mrs Claire Strawbridge
Pastoral Administrator:	Mrs Anna Bampton
Academic Administrator (Sixth Form):	Mrs Katey Cheshire

Registrar:	Miss Rosalyn McClean
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Head of Development and External Relations:	Mrs Anastasia Page
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Examinations Officer and MIS Administrator:	Mrs Sarah Duguid BA Hons University of the West of England
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HR HR Manager	Mrs Kerry Bachelet CIPD (Associate)
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Finance Department

Finance Bursar:	Mrs Claire Miller, BSc Hons ACA
Finance Officer:	Mrs Janet Carnachan
Finance Officer:	Mrs Diane Clark, BA Hons FCCA
Operations Assistant:	Mrs Emma Gavet-Le Tissier

Premises Team:	Catering Team:
Premises Manager:	Chef Manager:
Mr Sean Rault	Mr Tim Elliott, NVQ in Catering & Hospitality
Groundsman:	Assistant Chef Manager:
Mr Martin Dyer	Mr Leonard Dodd
Caretaking / Maintenance Team:	The Core Team:
Mr Stephen Le Prevost	Mrs Elisa Costa
Mr Graham Waddingham	Miss Louise Gallienne
Mr Steven Ashford	Miss Julie Le Ber
Mr Mathew Ogier	Ms Noi Robertson
Cleaning Staff:	Mrs Wendy Wilkinson
TBA	Mrs Danielle Tricket
	Mrs Donna Hockey
	Lunchtime Supervisor:
	Mrs Sophie Anderson

Senior School Teaching Staff

Art and Design

Miss Emma Clements, MA Liverpool Hope, BA Hons Derby (Britannia Mill Art College), PGCE

Miss Charlotte Alston, MA Bath Spa (PGCE with QTS), BA Hons Brighton University

Mrs Belinda Smith, BA Hons De Montfort, PGCE

Mrs Elizabeth Adams

Design and Technology

Mr Jonathan Smith, BA Hons De Montfort, PGCE

Mrs Belinda Smith, BA Hons De Montfort, PGCE

Drama

Mrs Maggie King, BA Hons Royal Holloway, National Diploma in Professional Acting (ALRA), GTP

Mr Thomas Cheshire, MA Derby, BA Hons Wolverhampton, CPD in PSHE Roehampton, PGCE

Economics and Business Studies

Mr Daniel Bolt, BA Hons, Keele University, PGCE QTS

English

Mrs Zoe Ellis, BA Hons Southampton, PGCE

Mrs Sophie Appelqvist, MA Hons, BA Hons, Royal Holloway University of London, PGCE, NPQML, EMLC

Dr Sheri Smith, PhD, Cardiff University, MA, Cardiff University, BA (cum laude) University of Missouri, AFHEA, PGCE

Mrs Bronwyn Henderson, BA Hons Canterbury, New Zealand, PGCE

Miss Charlotte Le Maitre, BA Hons Winchester, PGCE

Food Technology

Mrs Belinda Smith, BA Hons De Montfort, PGCE

Future Ready Skills

Mr Chris Roughsedge, BA Hons Liverpool, PGCE

Mr Howard Barnes, BSc Hons York, PGCE, MRSC, CChem CSci, FRSC, MEd.

Mrs Anthea Roue, BMus Hons, Surrey, PGCE

Mr James Henderson, BA Hons Leeds, LRSM, CT ABRSM, PGCE

Geography

Ms Serena Ace-Hopkins, BSc Hons, University College, University of London, PGCE

Mr Thomas McGovern, BA Hons Plymouth University, PGCE, FRGS

History

Mrs Bronwyn Henderson, BA Hons Canterbury, New Zealand, PGCE

Mrs Caroline Montague, BA Hons Southampton, PGCE

Mr Thomas McGovern, BA Hons Plymouth University, PGCE, FRGS

Head of Curriculum IT and E-Safety

Mr Paul Beasley, BEd Hons Manchester Met University, NPQSL

Mathematics:

Mrs Caroline Gribbens, BSc Hons QTS West of England, Bristol
Mrs Rebecca Chamberlain, BA Hons, University of Winchester, NPQML QTS
Mr Andy Hale, BSc (Eng.) Hons Imperial College, London, PGCE
Mr Peter Hill, BA University of Cape Town, HDE (rg) Sec, NPC (Bus.Ed)
Mrs Nicola Ingrouille, BSc Hons, University of Liverpool, PGCE
Ms Tracey Ledger, BSc Hons York, PGCE
Mrs Catharine Rabey, MA Cantab, PGCE

Modern Foreign Languages - French, German, Spanish

Mr Guilhem Chene, BA Hons, University of Grenoble and Nottingham, MA Ling, Strasbourg,
MA Ed Brighton, PGCE (QTS)
Mrs Lidia Chanter, BA French Law Degree Université Paris 1 Panthéon-Sorbonne, PGCE
Mrs Clarisse Feldmesser, BA Rennes France, PGCE

TBA**Music**

Mrs Anthea Roue, BMus Hons, Surrey, PGCE
Mr James Henderson, BA Hons Leeds, LRSM, CT ABRSM, PGCE

Photography

Miss Charlotte Alston, BA Hons Brighton University (PGCE with QTS)
Miss Emma Clements, MA Liverpool Hope, BA Hons Derby (Britannia Mill Art College),
PGCE

Physical Education:

Mrs Helen Le Maitre, BSc Hons Cheltenham & Gloucester College for HE, PGCE
Mrs Rebecca Chamberlain, BA Hons, University of Winchester, NPQM, QTS
Miss Elizabeth Dudin, BSc (Joint) Hons, Surrey, PGCE
Miss Elena Johnson, BSc Hons University of Birmingham, PGCE, PGCSE (QTS)

Psychology:

Mrs Aletia Leong, MA, BSc Sussex, PGCE
Dr Vanessa Mitchell, BSc Hons University of Swansea, PhD Glasgow, GTP, ISQAM
Mr Chris Roughsedge, BA Hons Liverpool, PGCE

Religious Studies:

Miss Charlotte Le Maitre, BA Hons Winchester, PGCE
Miss Jessica Moon, BA Hons, University of York, PGCE

Science:

Dr Karen Marshall, BSc Hons, Bristol, PhD, Churchill College, Cambridge, PGCE, NPQH,
FRSC, MEd.
Miss Ingrid Ellen, BSc Hons St Andrews, PGCE
Mrs Rialette McGregor, MSci (Hons) Durham, PGCE
Mrs Karen Ashford, BA, OU, CertEd, CIP
Miss Faye Barclay, BSc Hons, Loughborough, PGCE
Mr Howard Barnes, BSc Hons York, PGCE, MRSC, CChem CSci, FRSC, MEd.
Mr Paul Beasley, BEd Hons Manchester Met University, NPQSL
Mrs Jessica Clements, MA, The Institute of Education UCL, BSc Hons, University of East
Anglia, PGCE
Mr David Herschel, BSc Hons University of Plymouth, PGCE
Mrs Elizabeth Meades, MA Hons, University of Cambridge, BA Hons, University of
Cambridge
Dr Elisabeth Whelband, PhD Nottingham, BSC Hons, Nottingham, PGCE

Learning Support

Mrs Nicola Ingrouille, BSc Hons, University of Liverpool, PGCE

Mr David Herschel, BSc Hons University of Plymouth, PGCE

College Counsellor

Miss Grace Lindsay, BSc Hons, OU

Careers, PSHCE and Citizenship

Miss Elena Johnson, BSc Hons University of Birmingham, PGCE, PGCSE (QTS)

Miss Charlotte Le Maitre, BA Hons Winchester, PGCE

Miss Jessica Moon, BA Hons, University of York, PGCE

UCAS Co-ordinator

Miss Elizabeth Dudin, BSc (Joint) Hons, Surrey, PGCE

Duke of Edinburgh's Award Co-ordinator

Miss Elena Johnson, BSc Hons University of Birmingham, PGCE, PGCSE (QTS)

Librarian:

Mrs Victoria Thompson, BA Hons, Aberystwyth, University of Wales, PGCE

Laboratory Assistants**Senior Science Technician:**

Dr Sharon Fraser, BSc Hons Oxford Brookes, PhD Oxford Brookes

Science Technician:

Mrs Nicola Hatton, BSc Hons University of Salford

ICT Support**Network Manager**

Mrs Janine Le Cras

IT Technician

Mr Bruno Andrade

Mr Tobias Batiste

IT / Web Design Specialist

Miss Andrea Simon, BTEC (IT) GNVQ (IT), Dip. in Web Design

Multi-Media Technician

Mrs Caroline Low, BA Hons, Birmingham, PGCE (QTS), MEd.

Art Technician

Mrs Sophie Anderson

Design Technology Technician

TBA

Food Technology Technician

Mrs Sarah Maginnis

Lower School Co-ordinator Remove**Lower School Co-ordinator Lower Four****Lower School Co-ordinator Upper Four****Upper School Co-ordinator Lower Five****Upper School Co-ordinator Upper Five****Head of Sixth Form & Enrichment****Educational Visits Co-ordinator:**

Mrs Maggie King

Mrs Caroline Gribbens

Mrs Sophie Appelqvist

Mr Thomas McGovern

Mrs Belinda Smith

Miss Emma Clements

Mr James Henderson



The Prefect Team and House Officials

Head Girl: Ria Thapliyal

Deputy Head Girl: Sophie Kent
Deputy Head Girl: Julia Madden

House Officials

Brock House Captain: Eve Walley
Brock Deputy House Captain: Victoria Hancock
Brock Deputy House Captain: Emilie Walker

Carey House Captain: Helena Duguid
Carey Deputy House Captain: Lily Parkes
Carey Deputy House Captain: Maisie Webster

de Sausmarez House Captain: Hattie Clayton
de Sausmarez Deputy House Captain: Evie McGall
de Sausmarez Deputy House Captain: Isabel Usher

Durand House Captain: Sophie Elliott
Durand Deputy House Captain: Megan Digard
Durand Deputy House Captain: Amber Thomson

Senior Prefect Responsibilities

Charities Committee	Lauren Walsh
ILEX	Kate Bain
College Voice	Caitlin Parker
Action Team: Food, Fitness and Care	Harriet Savident
Action Team: Learning & Creativity	Mathilda Gordon Le-Clerc
Action Team: Local Community and Environment	Robyn Surcombe
Action Team: Well-being	Amelie Smith
Peer Mentor: Classroom Support	TBA
Public Relations:	Athena Mellor
Tutor Group Support:	Ailish Rabey



Remove to Upper Five (Year 7 to 11)

Uniform

*Kilt (Ferguson Tartan) – No more than 2 inches above the knee – *we recommend that you start the year with a longer skirt to allow for growth.*

*Navy Blue Trousers (Trutex) purchased from Fletcher Sports (*Optional*)

No other trouser style is permitted.

Fitted Blazer

White short, 3/4 or long sleeved open-necked blouse

House Badge (*Fletcher Sports*)

School Badge (*all new students are given a School badge – replacements are £5.00*)

Dark green V-necked jumper

Dark green thick tights **or** white ankle socks (**sport shoe socks are not acceptable**)

Black, low-heeled shoes, *suitable for the working day.*

Winter Coat

Dark coloured gloves if required

Navy Blue Scarf

Sports Kit List

Compulsory items from Fletchers Sport Shop

*Waterproof Tracksuit Top, green with navy panels (Squadkit Stormtex)

*Round neck green t-shirt (Squadkit Performatex)

*Skort, green and navy (Squadkit Hydro cool) – **must wear for matches**

*Games Socks, green with navy hoops, mid-calf (Squadkit Performance)

*Swim Cap, green with Ladies' College logo

Navy Blue Maru Pacer Swimsuit (*students will be required to have a swimsuit for September*)

House T-Shirt **N.B. House Colours**

Brock (Red) Carey (White) De Sausmarez (Blue) Durand (Green)

Compulsory items from Fletchers Sport Shop or other outlets

White ankle socks (**not trainer socks**)

Gum shield

Shin pads

Astro boots

Hockey stick

Trainers

Tennis racket

Swimming goggles

Leotard (*not spaghetti straps*) *Compulsory for Remove and Lower Four, Optional for Upper Four onwards. Students can wear black shorts over leotard.*

Other optional items available from Fletchers Sport Shop

*Midlayer, green (Squadkit Performance)

*Baselayer Top, navy (Squadkit Climaskin)

*Training Pants, navy with green panels (Squadkit Performatex)

Leggings with LCG logo (Squadkit Performance) *Note: If students wish to wear leggings for P.E. lessons, they must purchase these – no other make/brand are acceptable.*

Padded hockey glove

Football – **students must wear long socks and shin pads, Astro's or boots**

Double layer Squadkit shorts (*for training – can be worn in place of a skort*)

NOTE: UPPER FIVE (YEAR 11)

Sports Hall Option for P.E. The Ladies' College P.E. Kit should be worn.

OTHER ITEMS

- Long-sleeved green overall – first name to be embroidered on front. This is to be worn for practical lessons in science.
- P.E. Kit bag, and a suitable bag for schoolbooks. Any style/colour is permissible.
- **Calculator:** Recommended Casio FX-83GTX-S. Available to purchase at College for £10.50. We prefer students to all have the same calculator in their first year.
- Padlock for School locker – combination lock recommended.



Sixth Form Uniform

Uniform List

'Black Watch' Tartan skirt, to be a reasonable length

Navy tailored Trousers (optional)

*Navy Fitted Jacket (compulsory)

House Badge

School Badge (*available at College*)

Navy Blue V-Neck long-sleeve Jumper (or Cardigan)

Plain white open-neck blouse

(*Long, ¾, or short sleeves, according to season and fitted/loose*)

Black opaque tights/nude tights.

OR White Ankle Socks (sport shoe socks are not acceptable)

Black low-heeled shoes – suitable for the school day.

(*No branded logos and no trainers or trainer style shoes.*)

Black boots (in winter) Oct half-term to Feb half-term

(*No branded logos.*)

Plain dark wool coat (black or navy)

Red, navy or black scarf

Retailer

Fletchers /Schoolblazer

Fletchers/Schoolblazer

Fletchers

Own choice

Own choice

Own choice

Own choice

Students who travel to College on a motorcycle may continue to wear trousers for the journey and a bright or light-coloured waterproof jacket (so that they are protected and are clearly visible to other motorists.) They should change into their uniform on arrival. Students who walk to Elizabeth College for lessons must be dressed in appropriate uniform i.e. navy or black coat or jacket (not motorcycle jacket.)

P.E. Kit

Round neck green t-shirt (Squadkit Performatex)

Skort, green and navy (Squadkit Hydro cool)

Midlayer, green (Squadkit Performance) / Waterproof Tracksuit Top, green with navy panels (Squadkit Stormtex)

Training Pants, navy with green panels (Squadkit Performatex)

Double layer Squadkit shorts

Leggings with LCG logo (Squadkit Performance) *Note: If students wish to wear leggings for P.E. lessons, they must purchase these – no other make/brand are acceptable.*

Science (Biology & Chemistry) White overall available from Fletcher Sports Shop. Hair should be off the face and long hair should be tied back for these lessons.



TERM DATES

Michaelmas 2022	
Staff INSET	Monday 5 th September
Start of Term Staff	Tuesday 6 th and Wednesday 7 th September
Start of Term Students	Thursday 8 th September
Half Term	Thursday 20 th October 12:30 finish Friday 21 st – Friday 28 th October inclusive
Term Ends	Friday 16 th December 12:30 finish
Lent 2023	
Staff INSET	Wednesday 4 th January
Start of Term	Thursday 5 th January
Half Term	Friday 17 th February - Friday 24 th Inclusive
Term Ends	Wednesday 5 th April 12:30 finish
Trinity 2023	
<i>Good Friday</i>	<i>Friday 7th April</i>
<i>Easter Monday</i>	<i>Monday 10th April</i>
Start of Term	Monday 24th April
Bank Holiday	Monday 1 st May
Additional Holiday	Monday 8 th May
Liberation Day Holiday	Tuesday 9 th May
Bank Holiday	Monday 29 th May
Half Term	Tuesday 30 th May
Staff INSET	Wednesday 31 st May
End of Term	Thursday 6 th July – 12:30 finish except for Speech Day Prize winners and Musicians
End of Term	Friday 7 th July - Speech Day 12:30 finish.



Tuition Fees for September 2022/3

A non-refundable registration fee of £100 is payable upon submission of your daughter's application.

Pre-Preparatory Department

Full Day (includes lunch)	£56
Morning Session	£33.50
Educational Visits	£80

Melrose

Per Term	£4,290
Lunches (optional)	£340 per term
Educational Visits	£80 per year
Swimming	£90 per term

(Preparatory Department)

Senior School and Sixth Form

Per Term	£4,165
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Wrap around care

Pre-Preparatory Department Sessions*

Sunrise Club from 0745 - 0845 (including breakfast)	£8.50 per session
Early Sunset Club from 1445 - 1545 (including a snack)	£8.50 per session
Dusk Club from 1445 - 1700 (including a snack)	£13 per session
Sunset Club from 1445 - 1745 (including tea)	£21 per session

Melrose Preparatory Sessions*

Sunrise Club from 0745 - 0845 (for under 5's including breakfast)	£8.50 per session
Early Morning Club from 0745 - 0830 (for over 5's)	£5.50 per session
Early Sunset Club from 1445 - 1545 (including a snack)	£8.50 per session
Dusk Club from 14.45 - 17.00 (including a snack)	£13 per session
Sunset Club from 1445 - 1745 (including tea)	£21 per session

Melrose Juniors Sessions*

Early Morning Club from 0745 - 0830 (for over 5's)	£5.50 per session
Dusk Club from 1545 - 1700 (including a snack)	£8.50 per session
Sunset Club from 1545 - 1745 (including tea)	£15.50 per session

Senior School - Remove & Lower Four

Drop-in sessions 1530 -1600 Mon/Thurs	No additional charge
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*Melrose sessions should be booked on a termly basis, in advance. Places are allocated on a first come, first served basis. Students may attend at late notice if places are available.

Learning Support

Additional learning support can be offered to girls in Melrose and in Senior School. Further details can be found on our Learning Support page. Learning Support will be charged according to the additional support required.

Counselling

Counselling at The Ladies' College is part of the Pastoral Care within the school and is an onsite response for those students needing the additional expertise that counselling brings to the overall pastoral support system. Further details can be found in the Counselling Policy.

Should counselling be required for an individual student or pupil, the Counsellor will initially provide 3 counselling sessions. If required, further sessions may be available at an additional charge of £60 per session (40 minutes)

Other charges

Additional charges may be made for optional items or activities, which are communicated to parents in advance.

Fees can be paid either termly or by monthly standing order on the 1st of each month in 10 equal instalments over the 10-month period, September to June inclusive. Should you wish to pay by instalment or if you wish your account to be emailed to you rather than posted, please email feepayments@ladiescollege.ac.gg to update your account. Fees can be paid by cheque or direct to our bank account, details of which will appear on your invoice. Fee accounts for payment at the beginning of September will be issued in July.

Additional learning support can be offered to pupils in Melrose and in Senior School. Please email our Head of Learning Support ningrouille@ladiescollege.ac.gg



Section Four

Public Examination Results

IGCSE subjects graded 9-1

Subject	Total Entered	9	8	7	6	5	4	3	2	1
Biology	51	15	13	11	8	4	-	-	-	-
Chemistry	51	13	10	15	12	1	-	-	-	-
Design & Technology	23	10	6	5	2	-	-	-	-	-
English Language	65	31	19	10	5	-	-	-	-	-
English Literature	65	29	21	10	3	2	-	-	-	-
French	21	5	4	6	4	2	-	-	-	-
German	27	4	3	8	9	3	-	-	-	-
History	40	10	19	6	5	-	-	-	-	-
Mathematics	65	10	16	14	15	6	4	-	-	-
Music	8	5	-	1	1	-	1	-	-	-
Physics	51	10	13	14	13	1	-	-	-	-
Science Double Award	14	-	-	3	6	3	1	1	-	-
Science Double Award	14			2	2	8	1	1	-	-
Spanish	21	-	4	8	5	3	1	-	-	-
Statistics	18	3	11	3	1	-	-	-	-	-
Totals	534	145	139	116	91	33	8	2	-	-

IGCSE subjects graded A* - G

Subject	Total Entered	A*	A	B	C	D	E	F	G
Latin	6	1	-	2	2	1	-	-	-

GCSE subjects grades 9-1

Subject	Total Entered	9	8	7	6	5	4	3	2	1
Art & Design (Fine Art)	18	4	3	4	2	4	1	-	-	-
Drama	26	8	14	4	-	-	-	-	-	-
Geography	34	7	6	11	7	2	1	-	-	-
Religious Studies	24	8	9	2	3	1	-	1	-	-
Totals	102	27	32	21	12	7	2	1	-	-

GCE A-LEVEL RESULTS

Subject	Total Entered	A*	A	B	C	D	E	N	U
Art & Design (3D Design)	1	-	1	-	-	-	-	-	-
Art & Design (Fine Art)	1	1	-	-	-	-	-	-	-
Art & Design (Photography)	3	2	-	1	-	-	-	-	-
Biology	12	1	4	2	2	1	2	-	-
Business Studies	5	1	2	1	-	1	-	-	-
Chemistry	13	1	8	3	1	-	-	-	-
Computer Science	2	2	-	-	-	-	-	-	-
Drama & Theatre	3	3	-	-	-	-	-	-	-
Economics	8	3	5	-	-	-	-	-	-
English Literature	13	3	4	5	-	1	-	-	-
French	2	-	1	-	1	-	-	-	-
Further Mathematics	1	-	1	-	-	-	-	-	-
Geography	3	2	-	-	1	-	-	-	-
History	10	1	8	-	1	-	-	-	-
Mathematics	10	3	7	-	-	-	-	-	-
Music	1	1	-	-	-	-	-	-	-
Physical Education	4	-	2	2	-	-	-	-	-
Physics	2	-	-	2	-	-	-	-	-
Psychology	16	4	6	6	-	-	-	-	-
Religious Studies	6	2	-	2	2	-	-	-	-
Spanish	2	1	1	-	-	-	-	-	-
Totals	118	31	50	24	8	3	2	-	-



Contact Information for Parents

Should you have any specific concerns regarding your daughter's work or well-being her Form Tutor is normally the first point of contact. You should telephone the school office and the office staff will arrange for the relevant member of staff to return your call. **If your daughter is going to be off school ill, please contact the office either by telephone prior to 08:25 or by email to reception@ladiescollege.ac.gg** The main office is manned from 08.00 until 16.30 Monday to Thursday and 08:00 until 16:00 on Fridays.

The College will use the Parent Hub App to communicate information to parents. To download the App, please visit our website for instructions www.ladiescollege.com under the Information page. <http://www.ladiescollege.com/information/communication-to-parents>

TELEPHONE NUMBER: 721602
POST CODE GY1 1RW
WEBSITE: www.ladiescollege.com

SCHOOL HOURS

0825 - 1215

1320 - 1600

Remove and Lower Four finish at 1530

*(Students have the option of Drop-In sessions from 1530–1600
Monday - Thursday)*

OFFICE STAFF

Principal's P.A.	Mrs R. Chilton principalspa@ladiescollege.ac.gg
Registrar:	Miss R. McClean registrar@ladiescollege.ac.gg
Head of Development and External Relations	Mrs A. Page apage@ladiescollege.ac.gg
Office Administrator:	Mrs Claire Strawbridge cstrawbridge@ladiescollege.ac.gg
Receptionist:	Mrs C. Moakes reception@ladiescollege.ac.gg
Pastoral Administrator:	Mrs A. Bampton abampton@ladiescollege.ac.gg
Academic Administrator (Sixth Form)	Mrs Katey Cheshire kcheshire@ladiescollege.ac.gg

FINANCE OFFICE

**Vice Principal, Bursar & Clerk
to the Governors**

Miss E. Bridge
bursar@ladiescollege.ac.gg

Finance Bursar:

Mrs C. Miller
cmiller@ladiescollege.ac.gg

Finance Officer:

Mrs J. Carnachan
jcarnachan@ladiescollege.ac.gg

Finance Officer:

Mrs D. Clark
dclark@ladiescollege.ac.gg

Operations Assistance:

Mrs E. Gavet-Le Tissier
egavet-letissier@ladiescollege.ac.gg



Art & Design (Lower and Upper Sixth 2022)

