



29th March 2019

Dear Parent(s)/Guardian(s)

Lower Five Interim Reviews

A copy of your daughter's Interim Review will be available for you to view on the Parent Portal by the end of the day. A copy of the guidelines is attached. If you have any problems please refer to www.ladiescollege.com/information/parent-portal and if this does not resolve your query, please do not hesitate to contact the College IT Team via portal@ladiescollege.ac.gg

If you have any matters that you would like to discuss as a result of this review, please contact the subject teacher, form tutor or myself. Where "working towards" has been identified, we will already be looking at measures to be taken in school to address the situation.

For the girls who do triple award Science they have been given a review by their Physics, Biology and Chemistry teachers. For those who take Double Award Science they have a single review for Science. Our reporting system is unable to remove the blank subjects from the Interim Review at the present time.

Dates for your Diary

School examinations will be held on **16th, 17th, 20th and 21st May 2019**.

A timetable will be issued in due course. The school examinations provide us all with information about your daughter's progress and they want to do their best. Please support them in getting a balance into work/life issues and be mindful of any additional commitments which may add to what can be considered a stressful time. Results will be included in your daughter's final report, issued at the end of the academic year.

Friday 28th June to Wednesday 3rd July is Alternative Curriculum week and we have lots of interesting learning opportunities this year. I will send further detail in the next few weeks.

Please do remember that attendance at the Leavers' Service, on the evening of **Monday 2nd July**, and Speech Day, at Beau Sejour, on the morning of **Friday 6th July**, is compulsory for all students. Full details will follow.

I hope that you have an enjoyable Easter break.

Yours sincerely,

Tom McGovern

Mr T McGovern

Lower Five Co-ordinator

Academic Year 2018 – 2019

Interim Reviews (Remove to Upper Five):

These provide an intermediate overview of a girl's performance assessed against the following criteria. There will be two Interim Reports per year and they will be e-mailed home.

A SMART target will be set after the first Interim in a meeting between the student and their Form Tutor.

The second interim will review progress towards achieving a target.

An Interim contains the following categories for comment:

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

- **Exceeding** expectations – Has a very good understanding of work covered
- **Meeting** expectations – Has a reasonable understanding of work covered
- **Working towards** expectations – Has difficulties in understanding some parts of the work covered

The criteria for awarding each grade is based on the subject knowledge expected and agreed within each department for that group (year or set and not for each individual student). There is a clear understanding as to what is required at each grade using written criteria that shows progress from one session to another.

Organisation: Arrives to lessons correctly equipped

- **Meeting** expectations – Brings the required equipment and hands work in on time
- **Working towards** expectations – Has difficulties in bringing equipment etc. to lessons or handing work in on time

Independent learning: Includes quality of homework or their ability to work independently such as learning lines, vocabulary etc.

- **Exceeding** expectations – All homework or/and quality of performance is very good
- **Meeting** expectations – Homework or/and performance is completed to the required standard
- **Working towards** expectations - Homework lacks understanding or performance is poor

Effort: In lessons

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

The final column is for recording the number of lessons missed. This is counted from the beginning of the Michaelmas term. A double or triple lesson counts (just) as one absence, as does part of a lesson due to a peripatetic music lesson