

5th September 2016

Dear Parents of Upper V Students

I hope you have had an enjoyable summer, and that your daughter is well rested and ready to start the next part of her academic journey here at St Augustine's Priory on Thursday 3rd September at 8.40am. I am writing to outline some useful information for the Upper V year, as well as to inform you of some key dates for this term.

Year group team

For Upper V this year, the following staff will be overseeing your daughter's academic and pastoral progress: programme.

Senior Form Teacher: Miss Louise Hales
Lower VA Form Teachers: Mr M Pereira, Mrs C Lunn
Lower V Alpha Form Teachers: Mr N Hartnett, Dr G Carleton

The Co-tutors work together to support your daughter throughout Upper V. Mr Hartnett and Mr Pereira will be mainly responsible for the day to day activity of your daughter and will see them at all registrations. Mrs Lunn and Dr Carleton will help your daughters with their spiritual, moral and personal development, through the PSHEE programme.

Key dates

| Michaelmas Term | |
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| 14 th & 15 th September | ISCO Feedback Individual Interviews. |
| 5 th October | Priory 6 Information evening |
| 10 th October | A Level Taster Day |
| 13 th October | Parents Evening (with girls) |
| End of term | You will receive a Detailed Progress Report (DPR) charting your daughter's achievements and areas for improvement this term. |

Event Updates

You can obtain the latest information about school events by accessing the school calendar through our website or by using the St Augustine's Priory App. Changes to dates and times due to unforeseen circumstances will be published at these portals, therefore providing you with the most up to date information. Please also note that clubs will commence the week beginning 12th September.

Attendance and punctuality

It is vital that your daughter maintains an excellence attendance and punctuality record as she moves into her last GCSE year. Attendance below 95% will begin to have a serious detrimental effect on your daughter's success. Please ensure that your daughter is on time and ready in school well before registration at 8.40am. Assemblies will take place at regular times during the week and will also start promptly at 8:40am. Regular lateness will not be tolerated by form teachers, leading to warnings and potentially Friday detentions.

Examinations

The girls will be regularly assessed throughout the year with mock exams in January 2016. GCSE examinations will begin in mid-May 2016. Your daughter will have a short period of study leave before her GCSE examinations which will be notified in due course.

Coursework Deadlines

Depending on the subjects your daughter has chosen, she will have a number of important deadlines for coursework, controlled assessments and Science practicals during the year. These deadlines are non-negotiable as they are dictated by the deadlines imposed by the exam boards. You will receive an overview of these dates within the coming weeks; please do encourage your daughter to finish this work in plenty of time to meet these deadlines.

Reporting and Tracking of Progress

This term you will receive a Detailed Progress Report (DPR) charting your daughter's level of academic progress, which will include comments from all of your daughter's subject teachers.

As well as generating the Detailed Progress Report, we will also regularly track your daughter's progress internally, so that any issues can be quickly flagged up. If we have any concerns regarding your daughter's progress, we will contact you straightaway to inform you of what intervention we feel is appropriate. Equally, if you have any concerns as parents, please don't hesitate to contact your daughter's subject teacher for academic concerns or her form teacher for pastoral issues.

Mentoring Programme

All students in Upper V will be assigned a mentor; many of the girls will be mentored by their tutor, co-tutor or myself. Some girls will be mentored by a subject teacher. The purpose of mentoring is both academic and pastoral, ensuring that the girls have a forum to discuss their progress. We will be also using this time to discuss potential options at A Level.

Planner

Tailor-made planners are once again being used by all girls in the Junior and Senior school this academic year. Effective planning is an essential tool for learning and also an important life skill. We will work with girls on how best to use them and will be checking them regularly. Parents should also look at their daughters' planners regularly and may use them as a means of supporting their child's study or liaising with school. The cost of £5 per planner will be added to your Lent term bill.

Careers

As part of the Pathways Programme here at the school, we work closely with the leading careers organisation ISCO. Towards the end of the summer term last year, your daughter took part in psychometric testing in order to provide her with her own detailed careers profile. This term, your daughter will have an interview and a feedback on her profile to advise your daughter on the career path that would suit her individual strengths and talents. Individual interviews are on **14th and 15th September**

A Levels and Option Choices

At St Augustine's Priory we aim to enable students the opportunity of studying their first choices at A Level and to equip them with the knowledge to make the most suitable choices for their future career paths. To this end, Upper V will have a number of PSHE sessions on University admission and careers and will discuss with their mentors the best subjects to take at A Level bearing in mind their strengths and future plans.

Faculty leaders will be running sessions to delve deeper into their respective subjects and prepare girls for Oxbridge entry.

There is also an A Level taster day on **Monday 10th October** where students attend lessons of the subjects in which they are interested. The mock exams will also enable the girls to discuss with their subject teachers their aptitude for particular subjects.

Homework

Your daughter will be getting regular homework from each of her subject teachers each week. She should be working for between two and three hours a night on her various assignments and revision, and between four and five hours at the weekend. Please keep an eye on your daughter's homework diary and sign it weekly. Your daughter will not receive a homework timetable during her GCSE years, as homework will be given regularly for each subject each week, and it is now your daughter's responsibility to manage her own time effectively.

Uniform

I would also appreciate your continued support in ensuring that your daughter comes to school in full school uniform, with a school blazer, jumper (optional) and, a skirt of appropriate length, no jewellery or make up. Electronic devices and mobile phones may be used on the way to and from school but not at any point during the school day.

Lockers

Your daughter will be allocated a locker in which to keep her belongings. **Please provide your daughter with her own padlock.** Mobile Phones and other electronic devices are also expected to be locked away during the school day. Any breach of this regulation may result in your daughter's device being confiscated.

What can you do?

This is an important year for your daughter, and I am sure that you will do all that you can to support her through this vital part of her education. As parents, you can encourage your daughter to manage her own time, organise her work and think for herself by facilitating the following:

- Provide a quiet place for your daughter to work without phones, televisions or social networking opportunities
- Set up a consistent routine for checking homework diaries, checking the timetable for each day's lessons, packing school bags accordingly with all necessary books and equipment
- Encourage your daughter to set a fixed amount of time aside for study each evening and at the weekend, including some time for extension work such as further reading and extra research.
- Read a broadsheet newspaper at least once a week

- Read plenty of novels or non-fiction books – ask teachers to make recommendations!
- Watch the news and informative documentaries regularly
- Listen to Radio 4 programmes such as *Woman's Hour*, *Inside Health*, *In Our Time*, *Poetry Please*
- Help your daughter to immerse herself in the culture London has to offer by visiting museums, galleries or the theatre
- Discuss national and world events at the dinner table
- Time to relax – (for example, your daughter may like to attend the Yoga sessions we are organising this term)

We are very excited about the coming term and I look forward to working with your daughter as she embarks on this important year.

With Kind Regards

Yours Sincerely

Miss Louise Hales

Senior Form Teacher for Lower & Upper V

Teacher of Physical Education