



ILEX Legal Secretaries students recognised for achievements

High achieving students on the College's ILEX Legal Secretaries courses were recognised at an end-of-year presentation ceremony.

Students on the Certificate, Fast Track and Diploma courses received awards for outstanding performance and development from Subject Sector Leader Leo Cole, who praised them for their hard work and commitment.

Tutor Ann Vann also commented on the expected high success rate and paid tribute to the girls' achievements. Students and teachers bid a fond farewell to tutor Sue Nutt who is leaving College at the end of term.

Jessica Talbot received the award for Student of the Year (Diploma) and **Faye Willis** received the Student of the Year award (Fast Track). **Charlotte Ketley Smith** was named as Student of the Year (Certificate) but was not at the presentation to receive her award.

The ILEX courses focus on a broad range of administrative and office skills such as legal text production, mail merge, audio transcription, shorthand, spreadsheets and business skills in the legal environment. From the Diploma course, students can either go on to Higher Education or seek employment - leading London law firms come to College to interview students as they are so impressed with the course.

Other students who received awards were: **Natasha Winterflood** (Diploma – Outstanding achievement in legal word processing and Outstanding Attendance); **Katy Fanning** (Fast Track – Outstanding achievement in legal word processing); **Louise Stephenson** (Diploma – Outstanding achievement in audio transcription); **Jessica Rix** (Diploma – Outstanding achievement in Business Skills in the Legal Environment and Outstanding professional attitude); **Faye Willis** (Fast Track- Outstanding achievement in Business Skills in the Legal Environment and Student of the Year); **Jessica Talbot** (Diploma – Outstanding achievement in Legal Information Processing, Excellence in Shorthand and Student of the Year); **Katie Sharod** (Diploma – Outstanding keyboarding speed and accuracy); **Katie Moon** (Certificate - Outstanding keyboarding speed and accuracy); **Hannah Mehmet** (Fast Track – Outstanding Attendance); **Chanel Gamon** (Diploma – Outstanding personal and professional development); **Kanisha Patel** (Fast Track - Outstanding personal and professional development); **Lois Hayes** (Certificate - Outstanding personal and professional development); **Sophie Crago** (Certificate - Outstanding professional attitude).