



Executive Headteacher:
Jamie Foster BSc Hons NPQH

St Martin's School

Be the best you can be

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21 October 2024

Dear Parents and Carers

Re: Year 11 Pre-Public Examinations (PPE)

Please find attached the Year 11 PPE timetable.

Your son or daughter's individual timetable is now available to view on Insight. Pupils can gain access to Insight using the username and password they use to login to the school computers. Pupils are asked to pay particular attention to the room and seat number given to them for each examination.

Please can you remind your son or daughter that we adhere to strict examination conditions.

Pupils must not bring any electronic equipment into the examination room; all equipment should be in a clear see-through pencil case. A **BLACK** pen must be used for examinations.

Year 11 pupils **will not** have study leave as per the new DfE guidelines from August 2024, which does not permit study leave during internal examinations. Pupils will be expected to attend their normal lessons when they are not in exams. Where exams finish during a timetabled lesson, pupils are expected to return to class. The attached timetable will also show if/when your son or daughter will take any early lunch breaks.

If you require any further information please see the examinations section of the school website or alternatively you can contact the exams office at exams@st-martins.essex.sch.uk

Yours sincerely

Miss C Gray
Senior Examinations Officer

