

Hanging Hill Lane,
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Executive Headteacher:
Jamie Foster BSc Hons NPQH



St Martin's
School
Be the best you can be

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13 June 2024

Dear Parents and Carers

Re: Year 12 Progression Tests

Your child has been entered for a progression test in one of more of their chosen subjects and the exam timetable for this is attached.

Your son or daughter's individual timetable is available to view on Insight. Students can gain access to Insight using the username and password they use to login to the school computers. Students 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.

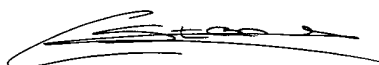
Students must not bring any electronic equipment into the examination room; all equipment should be in a clear see-through pencil case. A **BLACK** pen must be used for examinations.

Year 12 students **will not** be on study leave during this period.

Students are not permitted a wrist watch in an examination. We therefore ask that watches are left at home, or alternatively handed in to an invigilator before entering. Being in possession of **any** unauthorised material is classed as malpractice and we are under obligation to report all incidents to the awarding bodies.

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



Ms C Adams
Senior Examinations Officer



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Chief Executive Officer: Mr R Duff
St Martin's School is proud to be part of the Discovery Educational Trust