



Executive Headteacher:
Jamie Foster BSc Hons NPQH

St Martin's School

Be the best you can be

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13 December 2024

Dear Parents and Carers

Year 13 Pre-Public Examinations (PPEs)

Please find attached the Year 13 PPE timetable.

Students can gain access to their individual examination timetable by logging into Insight. Students are asked to pay particular attention to the room and seat number given to them for each examination.

Please be reminded that there will be no study leave for students and they will be expected to attend school for the duration of the PPEs.

Can you remind your son or daughter that we adhere to strict examination conditions. Students should arrive at the examination venue 10 minutes before the published start time of their examination.

Students must not bring any electronic items into the examination room. Students are responsible for bringing their own equipment such as stationery, calculators and geometry sets. These should be brought in a clear see-through pencil case. A **BLACK** pen must be used for examinations. Water bottles are permitted but must be completely see-through, non-coloured and with no writing on. Only water is permitted in examinations.

Students not adhering to the sixth form dress code may not be permitted into the exam room.

All students should bring photo identification with them to every examination and produce this for checking before entry to the exam room. Failure to produce photo identification will result in entrance to the exam room being denied.

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

Yours sincerely

Miss C Gray
Senior Examinations Officer



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Chief Executive Officer: Mr R Duff
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