



03 July 2017

Dear Parent/Carer

Re: Results Days

Please be advised that results days for the summer 2017 session of examinations are as follows:

A Level Results (Year 13) Thursday 17 August 2017 (North Hall at 8.00am – 8.30am)

AS Level Results (Year 12) Thursday 17 August 2017 (North Hall at 8.30am – 9.00am)

GCSE Results (Year 11) Thursday 24 August 2017 (North Hall at 8.00am – 9.00am)

Results can also be viewed by logging onto Insight, accessible through the school website.

If your child is unable to collect their results, they can arrange for someone to pick them up on their behalf. They will need to send written authorisation in to the examinations office **before results day**, this can either be in the form of a hand written letter handed in to the exams office or an e-mail sent from the student's e-mail account to the exams office e-mail account. Students can also request that results are posted; you will need to provide a stamped addressed envelope prior to results day.

Results cannot be given out over the telephone or e-mailed.

If you require any further information on results or on any other aspects of the examination process, please see the examinations section of the school website, alternatively you can contact me on 01277-238350 or cadams@st-martins.essex.sch.uk.

Yours sincerely

Ms Carly Adams
Senior Examinations Officer