



4 July 2016

Dear Parents/Carers

GCSE Art and Design Course

I am writing to you with regards to the GCSE Art and Design course that your son/daughter is about to commence next academic year.

This is the first of a series of communications from the Art and Design department designed to establish a more effective link between parents and teachers. They will contain information on deadlines, homework lists and general information.

I would like to take this opportunity to welcome the students to the start of their course. It is a year of great importance, excitement and anxiety for both students and parents. The Art department would like to ensure students make every success of this year with the opportunities presented at St Martin's.

The team responsible for the delivery of the GCSE Art course in Year 10 and 11 is as follows:-

Ms R Powell	Head of Art, e-mail: rpowell@st-martins.essex.sch.uk
Miss Jeffs	e-mail: kjeffs@st-martins.essex.sch.uk
Miss Levis	e-mail: alevis@st-martins.essex.sch.uk
Mrs C Randell	Creative Arts Technician e-mail: crandell@st-martins.essex.sch.uk

All the team can be contacted direct by telephone on 01277 238370.

A vital element for achievement at GCSE is the support provided at home, not only with homework, but in motivation and organisation. Therefore the department would like to set up a communication link via e-mail so that parents can inform and feedback to teachers any issues or concerns they have. Please use our e-mail contacts to get in touch if you have any queries.

One element for success is to be **fully equipped** and **prepared to learn** in every lesson. This also means, keeping to deadlines and completing homework on time. To aid this, the Art department has devised an optional art pack specifically suited to the GCSE course with all the basic requirements available to work in school and at home. This pack is priced at a competitive rate to ensure best value.

The pack can be purchased by completing the form attached and returning it with payment to the finance office. The materials will then be ordered and ready for collection from Mrs Randell, ready for the week of Year 10 lessons. It is not compulsory to purchase equipment as a pack, however it is essential students have access to their own equipment to be able to complete work both in school and at home. Please note that sketchbooks are essential, along with a pencil and rubber.

GCSE Art Pack. Cost = £13.00 – payable to St Martin’s School	
Pack of drawing pencils (HB – 6B) A3 sketchbook A1 plastic portfolio Broad black felt tip	Eraser Pencil sharpener 6 examination boards Black fine liner
Optional Materials	
Oil Paints (10 tubes)	£13.00
Watercolours (12 tubes)	£ 3.00
A3 folder	£ 1.50
Pack of sketching pencils	£ 1.00
Pack of various size paint brushes	£ 4.50

In addition it is important to understand that students must be responsible and respectful towards the school’s equipment.

We will operate a ‘sign in/sign out’ system on all technical equipment, including laptops, cameras, hard drives, etc. The department must make clear that if a student signs out a piece of equipment, they are entirely responsible for its welfare and safe return.

I am looking forward to a successful and enjoyable year working to help achieve the best for your son or daughter.

Yours sincerely

Ms R Powell
Head of Art and Design