

Executive Headteacher:
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2 April 2025

Dear Parents and Carers

Re: End of Term update

We are writing to you to mark the end of another successful term at St Martin's. The Spring Term was busy with events and enhancement opportunities including the ski trip, multiple West End musical visits, specialist school workshops, careers events and the Spring Concert. There is plenty more to look forward to next term, so please make a note of the following events:

07/04/2025 - 18/04/2025	Easter Holidays
21/04/2025	Easter Bank Holiday
01/05/2025	Year 8 Parents' Evening
23/05/2025	Year 11 Leavers' Day
26/05/2025 - 30/05/2025	May Half Term
09/06/2025	Year 10 PPEs begin
10/06/2025 - 11/06/2025	Lower School Production
25/06/2025	Summer Concert
14/06/2025 - 18/06/2025	Enhancement Week
30/06/2025 - 04/07/2025	Year 10 Work Experience
17/07/2025	Year 11 Prom
23/07/2025	Last Day of Term Early Closure 13:25

As you are aware, the pastoral team have continued on improving standards over the last two years. One of our first initiatives was focusing on improving uniform standards, followed by attendance and punctuality. Now our focus is on ensuring that mobile phones are not used on the school site, to allow for a distraction free learning environment. We can already see the benefits of these initiatives and would like to thank you all for your support.

Looking ahead to the new term, a polite reminder of the uniform policy, which can be read in full here [School Uniform](#).

Particular points to note are as follows:

- Shoes must be traditional plain black, flat, polishable school shoes. Trainers and canvas shoes are not acceptable.



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Chief Executive Officer: Mr R Duff
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- Mid-grey trousers.
- Grey pleated school skirt that sits on the knee.
- Coats must be plain and not display fashion logos.
- Pupils with pierced ears can wear one small discreet stud in each lower ear lobe. No other jewellery is permitted, with the exception of wrist watches.
- Discreet make-up may be worn.
- Nail extensions and nail varnish are not permitted, with the exception of clear polish. Other noticeable appearance altering treatments, for example, eyebrow treatments and fake lashes, must not be worn.

In order to help with uniform costs, skirts can now be purchased from any supplier and the school has some pre-loved items in stock which can be viewed via the Year offices. For any Year 11 pupils departing at the end of the summer, we would gladly accept any donations of good quality uniform items.

Pupils found to be in breach of our uniform policy will be asked to return home to get changed and rectify the issue, before returning to us that day. We would therefore kindly ask for parents and carers to take the opportunity over the Easter break to ensure that their child is well equipped and well presented, ready to start back at school on Tuesday 22 April.

As a reminder, the essential equipment each child needs are as follows:

- School bag and kit bag of reasonable size;
- Pen, green pen, pencil, rubber, 30cm ruler, glue stick;
- Geometry set (to include a protractor and a pair of compasses);
- Scientific calculator;
- A set of felt-tipped pens or coloured pencils; It is also useful to have a clear pencil case.

As always if you have any questions regarding pastoral support for your child, please contact your child's Deputy Head of Year.

Year 7 Mrs Bauers	ebauers@st-martins.essex.sch.uk
Year 8 Ms King	cking@st-martins.essex.sch.uk
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Year 10 Mrs Wells	kwells@st-martins.essex.sch.uk
Year 11 Mr Laundry	alaundy@st-martins.essex.sch.uk

Yours sincerely

Mrs Potter
Director KS4

Miss Edmeades
Director KS3