

Executive Headteacher:
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16 July 2025

Dear Parents and Carers

Re: Year 13 Leavers Ball – Thursday 4 September 2025

Now that the exams are over we hope that they went well and that your child is celebrating their free time.

Just a reminder that this year's Leavers Ball will be held at the Ivy Hotel, Ingatestone on Thursday 4 September 2025. Arrival time at the hotel will be from 18:30 with a whole year group photograph taken at 19:00 followed by a hot buffet available from 19:30 and a disco until 23:00. Please note that transport to and from the event is the parents' responsibility and must be organised prior to the event. We expect students to have left the Ivy Hotel as soon as the event is finished.

Whilst we know how fantastic our students are, we and the management of the hotel reserve the right to refuse entry, or ask students to leave, where we consider behaviour to be unacceptable.

Students will also require ID to prove that they are over 18 years of age if they wish to purchase alcoholic drinks at the venue; they are not permitted to bring alcohol into the event with them.

Photos taken by our professional photographer available after the event and via their email to the schools one account. They will also be put on the Sixth Form and school Instagram and therefore if you do want to have your picture taken please let the photographer know.

Please ask them to check their school emails in the lead up to the event if any further information needs to be given.

We look forward to celebrating their hard work over the last two years. If you have any questions regarding the ball, please do not hesitate to contact me directly on jpage@st-martins.essex.sch.uk

Yours sincerely

Mrs J Page
Director of Sixth Form – Achievement and Progress



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Chief Executive Officer: Mr R Duff
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