



28 April 2022

Dear Parent or Carer

**Re: Non-Examination Assessment Marks**

I am writing to advise you that your son or daughter's Non-Examination Assessment result(s) are available to view on Insight. We ask that you log onto Insight using a desktop PC and select to the assessments tab. You should then see the 'coursework' option. These results cannot be viewed using the Insight app. They are also available in report format via the reports section on Insight under the subject heading.

GCSE English Spoken Language will be graded as P, M or D (Pass, Merit, and Distinction) and A-level sciences will be graded as P or NC (Pass, Not Classified). The letter G or V next to the grade simply indicates to the awarding bodies that this is a valid grade.

We would advise that these be checked before they are sent to the exam board.

After work has been assessed internally it is moderated by the awarding body to ensure consistency between centres throughout the UK. Such moderation frequently changes the marks awarded for internally assessed work. This is outside of the school's control and will be looked into upon receiving the official results in August.

If you are unhappy with any of the marks awarded, please contact the exams office by 3 May 2022.

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 at [exams@st-martins.essex.sch.uk](mailto:exams@st-martins.essex.sch.uk).

Yours sincerely

Ms Carly Adams  
**Senior Examinations Officer**

*Be The Best You Can Be*