



4 April 2019

Dear Parents and Carers

Re: Year 13 Leavers' Yearbook

We are organising a yearbook for year 13 students through the company Yearbook Machine. We have successfully used this company for a number of years.

The yearbook is compiled through the company's website: <https://yearbook.com> and students have already been given details to set up their accounts. Students have been able to upload their own profile page and add photos and appropriate comments. Photos from the Christmas meal and Summer Ball as well as from trips and theatre performances will also be included. The students' profile pages must be completed by **Friday 24 May 2019** and any profile pages that have not been fully completed by this date will be deleted from the yearbook.

The cost for the yearbook is £19.50 and payment is due by Friday 26 April 2019 and should be made via ParentPay. The completed hardback books will be available for collection on A-Level results day in North Hall.

If you have any queries please do not hesitate to contact me via: ipage@st-martins.essex.sch.uk

Yours sincerely

Mrs J Page
Head of Year 12 & 13