



5 June 2019

Dear Parents and Carers

Re: Results Days

Please be advised that the results for the Summer 2019 examinations will be issued as follows:

A-Level & BTEC Results Thursday 15 August 2019 (North Hall from 8.00am until 8.30am)

GCSE Results Thursday 22 August 2019 (North Hall from 8.00am until 9.00am)

Results can also be viewed by logging onto Insight, accessible through the school website.

If your son or daughter is unable to collect their results on these dates they can arrange for someone to pick them up on their behalf. Written authorisation will need to be sent to the examinations office **before results day** this can either be in the form of a hand written letter or an e-mail sent from the student's e-mail account. Students can also request that results are posted; a stamped addressed envelope will need to be provided to the exams office in advance.

Authorisation must come from the student.

Results cannot be given out over the telephone or e-mailed.

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 on 01277-238350 or cadams@st-martins.essex.sch.uk.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Carly Adams', written over a faint, large watermark of the school's crest.

Ms Carly Adams
Senior Examinations Officer