



19 October 2018

Dear Parents and Carers

Please be advised that your son or daughter's report is now available to view on the St Martin's website.

Click on the report tab, which will then take you to the Insight login, where you can then view the report.

This is the first of three reports during this academic year, detailing your son or daughter's progress at Key Stage 5. The progress report informs you of the working at grade, progress towards their end of key stage target, and attitude to learning.

A student's current working at grade is the grade staff judge them to be working at in their A-Level (or equivalent) subjects. At Key Stage 5 students are awarded whole grades ranging from A\*-E. So we can better monitor a student's progress, you may see grades on this report followed by a + or – sign. If a student is working at the lower end of grade C, for example, they will be awarded a C-; if they are a secure grade C, this will be awarded; if they are working at the higher end of grade C, they will be awarded a C+.

In determining a student's working at grade, teachers will assess a range of skill areas including listening, speaking, modelling, creativity in design, for example, as well as the more traditional assessments of knowledge and understanding of the work covered. I hope this report will provide material for discussion between you and your son or daughter, and their classroom teachers.

If you have any queries regarding your son or daughter's progress, please contact his or her Head of Year.

Head of Year 13 – Mrs J Page - [jpage@st-martins.essex.sch.uk](mailto:jpage@st-martins.essex.sch.uk)

Yours sincerely

Mr J Peacock  
**Assistant Headteacher**