

November 2011

**To all Students who are scheduled to do examinations in January 2012**

There is a very small possibility that the School may have to be closed for severe weather during the course of the January 2012 Examinations.

You need to know that even if the School is closed, the Examinations will take place unless to do so would put anyone in danger.

If we have a bout of very severe weather, please listen to either Suffolk Radio or Heart Fm from early in the morning. It is on these stations that all announcements will be made about School closures.

If the School has been closed, the announcement will also contain information about the Examinations scheduled for that day and that you should come in to take them unless to do so would place you at risk.

In those circumstances, we would aim to start the morning Examinations as close as possible to 9:00am and the afternoon Examinations as early as possible, but so that they were completed by 3.00pm. You will need to report to the Examination Room on your timetable when you arrive at school, but the Examination may not start immediately. Hopefully these measures will not be necessary, however should you miss an Examination in January, you will be able to resit in the June series that year.

If you have any questions about the information in this letter, please see The Exams Office as soon as possible so that you are fully prepared for your Examinations even if the Examination Series starts in a period of severe weather.

Mrs M Shemming  
Examinations Officer