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Registered address: Lode Road, Cambridge CB25 9DL

**Mr D Cooper
Principal**

10th May 2017

Dear parents/ carers and students in year 10,

Re: Arrangements for English Literature Exam 22nd May and 26th May

Due to the fact that both year 11 and year 10 are entered for English literature, for logistical reasons the year 10s cannot sit their exam at 9am and are therefore taking their exam after the published start time. Please find the timings for the year 10 students on the days of their English Literature Exams.

22nd May

8.50am Registration

9.10am English Workshops in Rms 1,2,3 and Library

10.55am-11.15am Break in Hive and outdoor eating area

11.15am Assemble in Prom for exams in Exam Hall Rm 14, 15 and 16

11.30 Exam

26th May

8.50am registration

9.10 English Workshops in Rms 1,2,3 Library

10.55am-11.10am Break in Hive and outdoor eating area

11.10am- 11.25 English Workshop

11.25am – 12.15 Lunch in Hive and outside eating area

12.15 pm Assemble in Prom for exams in Exam Hall Rm 14, 15 and 16

In cases of a timetable alteration there are therefore a number of procedures we need to have in place. During the English workshop students, as per the JCQ exam regulations, must not have access to:

- Any other student in the school
- **potential technological/web enabled sources of information such as an iPod, a mobile phone, a MP3/4 player, a smartwatch or a wrist watch which has a data storage device.**

Our advice would be to either not bring these items to school or to lock them in their lockers at the start of school.

They should bring with them drinks, snacks and, on the 26th May, lunch. If your son/daughter is entitled to a free school lunch could you please let us know if they require a lunch to be provided on 26th May.

Sue Jenkins Exams Office