4 January 2021

Dear Year 11 students/parents/carers

**Year 11 Travel and Tourism Exam**

Current guidance regarding the Year 11 Travel and Tourism examination scheduled for Friday 8th January is that this will go ahead as scheduled. Please arrange for your child to attend a local walk-in test centre on Monday 4th January or Tuesday 5th January to take a PCR test and if the results for that are positive please contact the school via [info@wsfg.waltham.sch.uk](mailto:info@wsfg.waltham.sch.uk) (we will then contact you to discuss the options in these circumstances). Students must not attend school if they have a positive Covid result even if they have a national examination scheduled.

**Year 11 Creative i-Media Exam**

Current guidance regarding the Year 11 Creative i-media examination scheduled for Monday 11th January is that this will go ahead as scheduled. Please arrange for your child to attend a local walk-in test centre on Monday 4th January or Tuesday 5th January to take a PCR test and if the results for that are positive please contact the school via [info@wsfg.waltham.sch.uk](mailto:info@wsfg.waltham.sch.uk) (we will then contact you to discuss the options in these circumstances). Students must not attend school if they have a positive Covid result even if they have a national examination scheduled.

***In order to ensure everyone’s safety, all students will be treated as potentially being contagious and so are expected to follow the procedures below:***

* Arrive at the MUGA gate no later than 8:40 am for the morning exam and 12:45 pm for the afternoon exam where they will be escorted directly to the Sports Hall;
* To wear their masks at all times until seated in the Sports Hall;
* Students will be spaced apart as required by the government guidelines to ensure safe social distancing;
* Once the exam has finished students are to put their masks back on before the papers are collected by invigilators and must keep these on until they have left the school premises;
* Students will be dismissed from the Sports Hall to go directly home.

Kind regards

**Mrs L Brickett**

**Examinations and Assessment Manager**