**Message from SEND**

Dear Parents/Carers

I hope you are well.

We are receiving a large number of requests for access arrangements. Due to school closure, we have a back log of requests that we are working through. If you have already been in touch regarding access arrangements, please be aware that it is a lengthy process and we will contact you when a decision has been made. Any new requests will be dealt with in the Summer term.

We appreciate it can be a stressful time and can assure you that the correct arrangements will be in place for formal examinations.

Many thanks for your patience and understanding.

Kind regards

**Mrs C Kahn  
Deputy SENDco for KS4**