

## **Inclement Weather and Public Examinations - Procedures**

In accordance with our Inclement Weather Procedures, the Foundation will remain open during times of severely inclement weather. The Joint Council for Qualifications (JCQ) stipulates that public examination sessions cannot be rescheduled as a result of bad weather. Hence, we will always run public examination sessions as per the published schedule. In accordance with JCQ protocols, the following guidance is offered to students and their parents who may experience difficulty attending an examination in such circumstances:

It is important that we receive a communication from any candidate who will be absent from or late for a public examination. This can be done by telephoning the Foundation Office (01223) 454700 or by emailing [office@stephenperse.com](mailto:office@stephenperse.com). Please kindly avoid leaving an answer phone message on the main switchboard so that messages are not delayed in getting to the proper destination when time is of the essence.

**Reviewed:** January 2019