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Information Management  
Shire Hall  
Warwick  
CV34 4RL

**Telephone** 01926 418633

**Email** @.

**Please ask for** Jonathan Sheward

**Our ref:** 3905760

**Your ref:**

**Date:** 16 November 2018

Dear Sir/Madam,

**Freedom of Information Act 2000**

Your request for information has been considered by Warwickshire County Council under the Freedom of Information Act 2000.

In respect of 11+ test papers, you asked us:

***How many people in Council have access to actual test papers when being used?***

The 11+ Officer at Warwickshire County Council controls the storage and use of the 11+ test papers that are currently in use. The Lead Officer for the Coordinated Admissions Scheme also has access to the storage location. The storage location remains securely locked until test papers are required.

Access to the storage location can be granted to any other member of the Pupil and Student Services team, if this is required, of which, there are currently 22 members of the team. However, this would only be required when both the 11+ Officer and the Lead Officer were not available.

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within 40 days of the date of receipt of the response to your original letter and should be addressed to:

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CV34 4RL

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If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Phone: 0303 123 1113

Website: [www.ico.org.uk](http://www.ico.org.uk)

I will now close your request as of this date.

Yours faithfully

Jonathan Sheward  
Information Rights Officer