



Arthur Mellows Village College

Graded Outstanding consecutively by Ofsted (November 2009 and December 2014)

"Constant improvement provides students with outstanding opportunities to learn"

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Head of College: Mr M Sandeman BSc (Eng) PGCE (Science)

MSA/djs/sept16parlet

September 2016

To All Parents of Years 7 to 13

Dear Parent

WELCOME BACK

I am writing to all parents at the start of the year to firstly welcome the new parents of Year 7 and the parents of students who have joined us in other Year Groups from other schools. I would also like to take this opportunity to bring to your attention various matters. Please forgive the list nature of this return to school communication, but many parents have indicated that a summary information letter is useful in one place.

Examination Success

Once again I can advise all parents that students have achieved outstanding success at both A Level, AS Level and GCSE examinations this summer. The majority of our A Level students have been successful in securing their university places and the College can report on excellent results with 27% of examinations taken being A* to A grades.

Year 11 students once again excelled themselves, achieving excellent GCSE results, with 83% of students achieving a C grade or above in Maths and English. This is a great accomplishment and is down to the hard work of everyone concerned.

Student Photographs

I can confirm that student photographs this year will be taken on Friday 23 September 2016. Photographers from Tempest will be taking photos of Years 7, 8, 9, 10 and 12. Photos of Years 11 and 13 will be taken in the Spring term, date still to be advised.

I should advise parents that ordering photos from Tempest will be directly via the company again this year. Students will bring home with them instructions on the day, together with their proof photograph and orders should be placed via post or online to Tempest. The College is not able to accept orders from parents internally.

Term Dates

Once again we have produced the plastic data card for parents to keep with them in wallets/purses etc as a reminder of term dates for the new academic year. So that this letter could be sent home electronically this year, this card has been sent home with the students on their first day so please ask them for it. The card also highlights contact information for the College together with the telephone number for reporting a student absence. I hope you find this card useful.

Continued...

Head of College: M Sandeman

Arthur Mellows Village College is a company limited by guarantee, registered in England with company number 7333133, exempt from using the word 'Limited'.

Registered office: Helpston Road, Glinton, Peterborough, PE6 7JX



Partner School with
Cambridge University



naceo
National Association for
 Able Children in Education

Challenge Award
FOR EXCELLENCE IN PROVISION FOR
ABLE, GIFTED & TALENTED PUPILS



Specialist
Technology College



Training Day – Friday 7 October 2016

I would like to draw your attention to the Training Day during the Autumn term which will take place on Friday 7 October 2016. Students should not attend school on this day.

Key Events This Half Term

Some other important dates for your diary this term are as follows:

- Year 12 Information Evening – Monday 19 September 2016
- Year 7 Information and E-Safety Evening – Thursday 22 September 2016
- Sixth Form Parents' Evening - Preparation for Employment – Monday 26 September 2016
- Careers Fair – Tuesday 27 September 2016
- Duke of Edinburgh Launch Evening – Thursday 29 September 2016

Details of all of the above events will be sent out to the respective Year Groups separately and nearer to the dates concerned.

Reporting a Student Absence

When reporting your child's absence from College please phone the dedicated 'Pupil Sick Line' on 01733 254020 on your child's first day of absence, stating the following:

- The date of the call
- Your child's name and Form Group
- How long your child will be absent (if you know)
- The reason for the absence
- Your relationship to the child

Should your child be absent for further days, please repeat this procedure on a daily basis as required.

Pastoral Staff

Mrs Sludds, Assistant Headteacher, has assumed responsibilities this term for Student well-being and pastoral issues. She is supported by a vastly experienced team of staff and the breakdown for each Year Group is as follows:

	Head of Year	Assistant Head of Year	Pastoral Support Senior Pastoral Manager – Mrs Jinks
Year 7	Mr Jones	Mrs Ward	Mr Ware
Year 8	Mrs Harrison	Miss Sumner	TBC
Year 9	Miss Gilbert	Mr Deplancke	Ms Lynas
Year 10	Mr Steele	Mrs McMahon	Mrs Nunn
Year 11	Mrs Warrington	Mrs Greenwood	Miss Constable
Sixth Form	Mrs Griggs Ms Kavanagh	Mrs Wells Miss Clennett Mr Bold	Mrs Duncliffe

Emergency First Aid

The College always ensures that First Aid trained staff are available should the need arise. We do not, however, have a School Nurse on site. If you believe your child is ill then the child should be kept at home or referred to the appropriate external health professionals as opposed to leaving the school to make such decisions and having to contact parents at home or work. If we need to know about a medical condition (eg allergy, asthma, EpiPen etc), please make sure that you notify us appropriately.

School Attendance

I should like to remind parents that the College has reviewed our Attendance Policy, a further copy is attached to this letter. There is an expected minimum attendance target of 95% attendance for all students. In order to support your child to achieve this, you will be made aware if attendance is becoming a concern, eg when attendance falls to 96%. By raising awareness early, we hope to prevent attendance falling to the 90% threshold, at which point schools / academies are duty bound to follow up and instigate legal action for non-attendance. Your support in helping raise the profile of good attendance would be very much appreciated.

School Uniform

I would like to take this opportunity of asking parents to assist the College in reinforcing our Uniform Policy, a condensed copy of which can be found at the end of this letter. Staff at the College will constantly be monitoring the standard of our uniform and with this in mind, could I ask for your support in ensuring that students are always presenting themselves in the correct uniform in order that we can maintain our high standards.

Social Networking Sites

The use of social networking sites can be a problem both in and out of school, if used inappropriately. I would like to remind parents to monitor both social networking and internet usage of their children to ensure that they are respected and used appropriately. Information regarding E-Safety in general can be found on the College website.

Mobile Phone Protocol

The protocol on the use of mobile phones within College is outlined below. I would ask Parents to reiterate this to their child(ren) to ensure that they are aware of the restrictions. There is a zero tolerance in terms of phones in lessons and for camera, video and voice recording. If mobile phones are misused, they will be confiscated and kept for the day.

1. Mobile phones must be switched off and out of sight in all lessons.
2. Phones can be used both inside and outside of the College, before school, during breaktimes and lunchtimes. They **must not** be used during lesson changeover.
3. Texting, making and receiving calls and listening to music are only acceptable before school and during breaktimes and lunchtimes.
4. The camera, video and voice recording facilities **cannot** be used in the College at any time.
5. Students bring their mobile phone to College at their own risk.
6. Students must not text or phone parents asking them to be collected from College during the day. The College will contact parents if students are required to be collected.
7. Students who break any of the above rules will have their phones removed, stored securely and the normal pastoral systems will take over.

Trips

The College values the trips it offers to students, however, it is appreciated that where cost is involved, it is not always possible for all students to attend. The majority of trips and in particular the more expensive ones are generally available to students in Key Stages 4 and 5. For this reason, you are able to access the calendar of provisional trips for the next two years on the College website: <http://www.arthurmellows.org/page/?title=Trips&pid=298>. I hope that you find this useful to help plan the most appropriate opportunities for your children over this time. In addition, all students in Key Stage 3 will take part in Activity Days in the Summer term. Information regarding these days will be sent out shortly before the October half term.

And finally...

I sincerely hope all parents and students had a restful summer break and I look forward to working together in partnership to ensure student achievement goes from strength to strength.

Yours sincerely

M. Sandeman

M SANDEMAN
Head of College

COLLEGE UNIFORM POLICY

Key Stage 3 and 4

The list below shows approved items of dress and those items which are not acceptable.

Garment		
*Coat	Black	There are two versions of the AMVC coat, a heavy one and a lighter one. The school coats remain our preferred option, however, students are allowed to wear coats which are <u>plain</u> and <u>dark</u> . Non school coats can be worn outside but must not be worn anywhere inside the school buildings. This rule also applies to any additional external wear ie scarves, gloves etc. Hoodies and tracksuit style tops are not acceptable and must not be worn in school at any time.
<u>Key Stage 3</u> *Polo Shirt *Sweatshirt	White Bottle green	With school crest. With school crest.
<u>Key Stage 4</u> *Polo Shirt *Fitted Blouse *V-neck Jumper *Cardigan	White White Black Black	With school crest. With school crest. With school crest. With school crest.
*Skirt	Black	With AMVC embroidery, girls can select from two styles of skirt (one pleated and one plain). Skirt length to be no more than 2 inches above the knee.
<p>*All of the above items must be purchased from:</p> <p>Chroma Leisure 10 Wulfric Square, Bretton, Peterborough, (Tel. 01733 262526) <i>Online ordering is available (www.chromasport.co.uk)</i></p>		
Trousers	Black	Must be a traditional formal 'suit' style trouser (non jeans style). No casual or 'skinny-type' trousers will be acceptable.
Tights	Black or neutral	Plain, no patterns.
Footwear	Black or dark brown	Traditional/formal style in leather or leather-style – heels must not exceed 6 cm – No trainers/canvas style shoes will be acceptable.
Socks	Black, grey or plain dark colours	
Jewellery		One pair of sleepers or small stud earrings are allowed (to be worn one in each ear or a single earring). A single discreet necklace, bracelet and ring are allowed. NOSE STUDS/RINGS OR ANY OTHER BODY PIERCING are NOT allowed. We advise that no jewellery of value is worn in College.
Hair	Natural colour only	No 'extreme' styles are allowed. (Senior Management Team to decide)
Make up		Must be 'discreet'. Nail varnish/polish is not allowed. (Senior Management Team to decide)

PE UNIFORM

- Black Shorts (Black leggings are an alternative for girls)
- *Green reversible sports jersey (boys and girls)
- *Green AMVC PE polo shirt for all
- *Black hooded sweater (to be worn with sports shirt or PE shirt underneath) - optional
- White socks and green football socks for all
- Shin Pads
- Non marking training shoes for all – no fashion shoes allowed, just supportive trainers
- Football/Rugby boots (boys only)
- Black tracksuit bottoms may be worn in severe weather
- Mouth guard must be worn for Hockey and Rugby

**indicates branded College item with logo*