



# Arthur Mellows Village College

*Respect, Responsibility, Excellence*



*'A welcoming and vibrant school where pupils are happy, friendly and behave exceptionally well' – Ofsted 2025*

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Head of College: Mr J Gilligan, BSc (Hons), PGCE, NPQEL

April 2026

Dear Parent and Student

## **ADMISSION TO ARTHUR MELLOWS VILLAGE COLLEGE – SEPTEMBER 2026**

Welcome to AMVC!

I am delighted you will be joining us in September as part of our new Year 7 cohort. We are currently anticipating an entry of 264 students with a long reserve list of applicants very anxious to gain a place in September. It is, therefore, of the utmost importance that if you have changed your mind regarding a place at Arthur Mellows, you contact my PA, Alison Ross, on 01733 252235 immediately.

### **Administration**

We have already sent you an email with a link to the online Admissions Form. Please complete this as soon as possible (**by Friday 5 June 2026 at the latest**). Please also send a **copy of two** proof of address documents and a copy of your child's birth certificate to [admissions@arthurmellows.org](mailto:admissions@arthurmellows.org) stating your child's name in the email title. We are unable to process your child's admission forms without these documents.

**Further information, such as the Admissions Booklet and information regarding your child's transition to the College will be forwarded later and will also be available on the College website. Your assistance with the prompt return of the paperwork at this stage would be appreciated.**

### **Initial Primary School Visits and Transition to the College**

Before September we will be visiting and / or contacting all feeder primary schools to speak with them regarding your child. The new Year 7 students will then be placed into mixed ability Tutor Groups. Every effort is made to ensure that these are truly mixed ability groups to provide equality of opportunity during Year 7. Classes are not taught in these Tutor Groups; teaching groups are populated according to academic performance in English and Maths, with other subjects set in a variety of ways.

Parent/Carers and students who attend one of our 'smaller' primary schools i.e. where just a handful of prospective AMVC students attend, will be sent an email inviting them to an extra transition event, on **Tuesday 30 June 2026, from 3.30 pm – 5.00 pm.**

For all students, we will be introducing the College through a 'Move Up Day' on **Wednesday 1 July 2026** and through an online video, which will be available on our website later in the summer term from Mr Roberts (Head of Year 7 2026/2027) and Mr Zimmermann (Assistant Head of Year 7 2026/2027). They will describe how the College will support your child pastorally and within their learning, as well as provide you with some ideas on how you can support from home. Further details outlining 'Move Up Day' will be sent out in the summer term when all Student Admission Confirmation Forms have been submitted and processed.

Head of College: Mr J Gilligan Arthur Mellows Village College is a school within the Four Cs Multi-Academy Trust (MAT)  
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Parents/Carers will also be invited to two **Parent/Carer Information Evenings** on **Wednesday 1 July 2026 and Monday 14 September 2026, both from 5.30 pm – 6.30 pm** in the Main Hall. Parking will be available via Entrance A.

The evenings will consist of a short presentation which will provide useful information for your child's transition, a short tour of the school and an opportunity to meet key staff and ask any questions. If you are unable to attend, the presentations will be sent out after the events to all parents/carers.

Please note, the events are to be attended by Parents / Carers only.

### **Cashless Catering and ParentPay**

The College operates a cashless system for payment of food, books, resources, and trips. Cash is not accepted in the Refectories.

New Year 7 students will have their fingertip registered on 'Move Up' Day. Details of how to log into ParentPay with your unique code will be forwarded shortly.

To make use of this facility please go to [www.parentpay.com](http://www.parentpay.com) and activate your account once you receive log-in details.

### **Modern Foreign Language Curriculum**

As stipulated in the National Curriculum, students in Key Stage 3 will study a Modern Foreign Language. And each Year 7 student will be allocated either French or Spanish within their timetable. The language choice is not made by parents, however, if you would like your child to be considered for either language, please write to the College via [admissions@arthurmellows.org](mailto:admissions@arthurmellows.org). We will then make a note but cannot guarantee your request.

### **Bus Transport**

In September, many students will travel to College by contracted transport, either supplied by the Local Authority for the catchment area, or public transport provided by private companies, which operate from outside the catchment area. Please note that services operated by private companies from outside the catchment area do not come under the control of either the College or the Local Authority and, therefore, there can be no guarantee of continued service or timetable. Further information on this will be sent to you later within the Admission Booklet.

### **And Finally**

We will endeavour to make the period of transition from Primary School to Secondary School as smooth as possible for your child. Should you have any questions whatsoever please do not hesitate to contact us. I list below the names of key members of staff to ask for, and their respective role within the College:

- Mr L Roberts - Head of Year 7 (from September 2026)
- Mr M Zimmermann - Assistant Head of Year 7 (from September 2026)
- Mr N Steele and Mrs E Ward - Assistant Headteachers for Student Pastoral
- Mrs L Baxter - SENCO/Inclusion/Children in Care
- Ms A Ross - Admissions / PA to Head of College

I look forward to meeting you over the next few months and welcoming you officially to Arthur Mellows Village College.

Yours sincerely



**MR J GILLIGAN**  
Head of College