



MELBOURN
VILLAGE COLLEGE
 EVERYBODY IS SOMEBODY

An Academy of



The Moor, Melbourn, Royston, Herts SG8 6EF
 (01763) 223400

office@melbournvc.org
www.melbournvc.org

Principal: Simon Holmes

September 2018

Dear Parent/Carer,

Additional Needs Screening and Access Arrangements Testing

At Melbourn Village College we are keen to support students as fully as possible and identify any additional needs. With this in mind, your child may be invited to undergo screening or assessment, eg, for access arrangements in formal examinations. Access arrangements include 25% extra time, possible use of a reader or a scribe.

We routinely carry out screening in year 7 and 9 (and any new entrants in years 8, 10 or 11) with more formal testing completed at the end of year 9 if your child qualifies for this reasonable adjustment.

We are writing to ask for your consent to this screening or testing. If your child qualifies for access arrangements or any other substantial additional need is identified, we will write to you about this.

Yours sincerely,

Anna-Lisa Ghale
 SENCO

Additional Needs Screening and Access Arrangements Testing

Name of Child _____ Year _____

Date: _____

I consent/I do not consent to my child being screened or tested for additional needs and reasonable adjustments such as access arrangements.

Parent Name: _____ Signed: _____

