

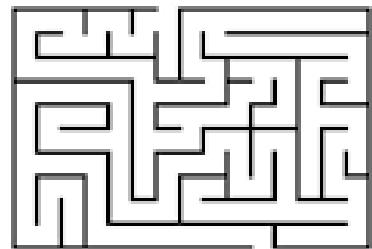


Transition Workbook



Finding your way around...

Most year 6 pupils feel a little scared about going to a school which is so much bigger than their primary school. They feel worried about getting lost, or being late for a lesson because they're not sure of where the room is.



A map can help because it shows where all the different rooms are and you can easily see the quickest way to get there.



If you like Science, you can look for the Science labs. If you enjoy lunch, you can look for the cuisine area.

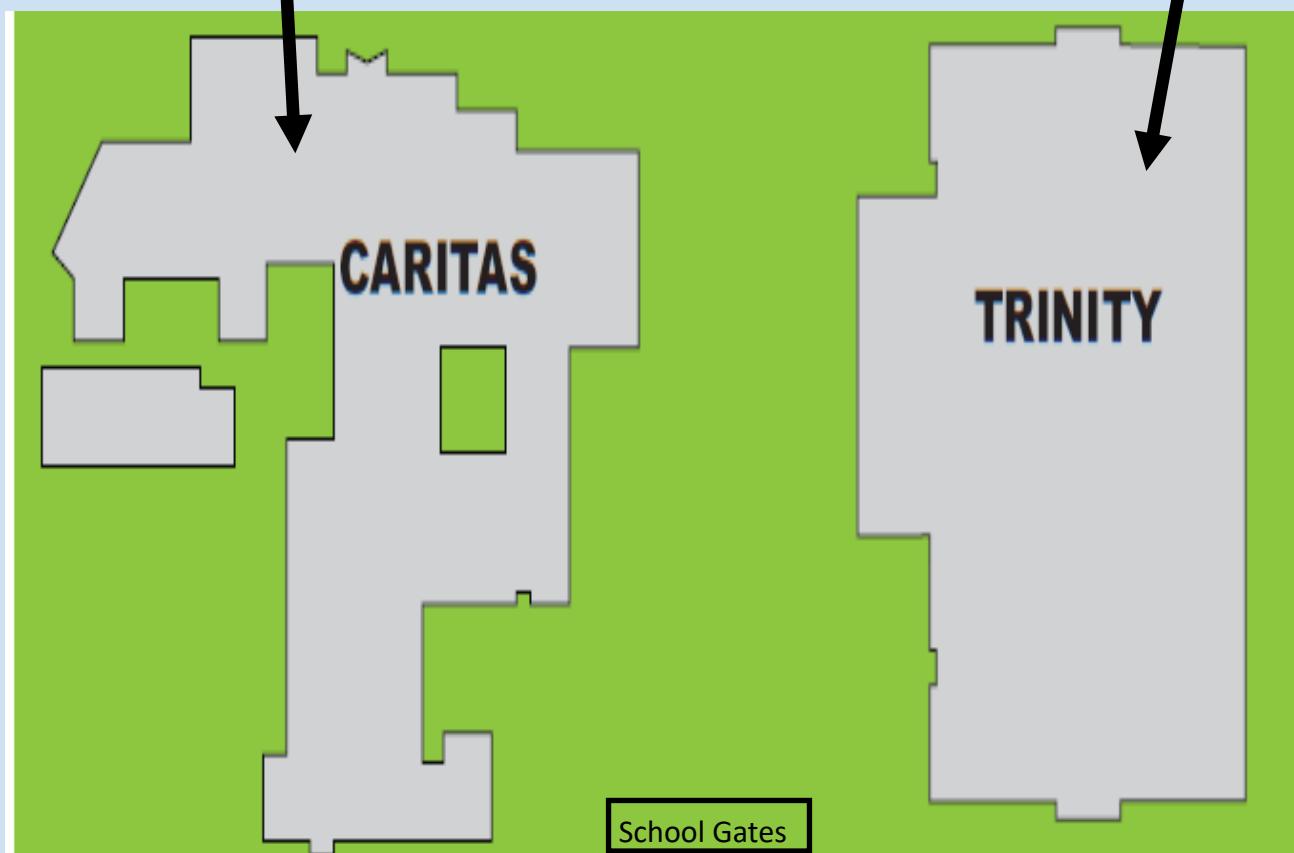


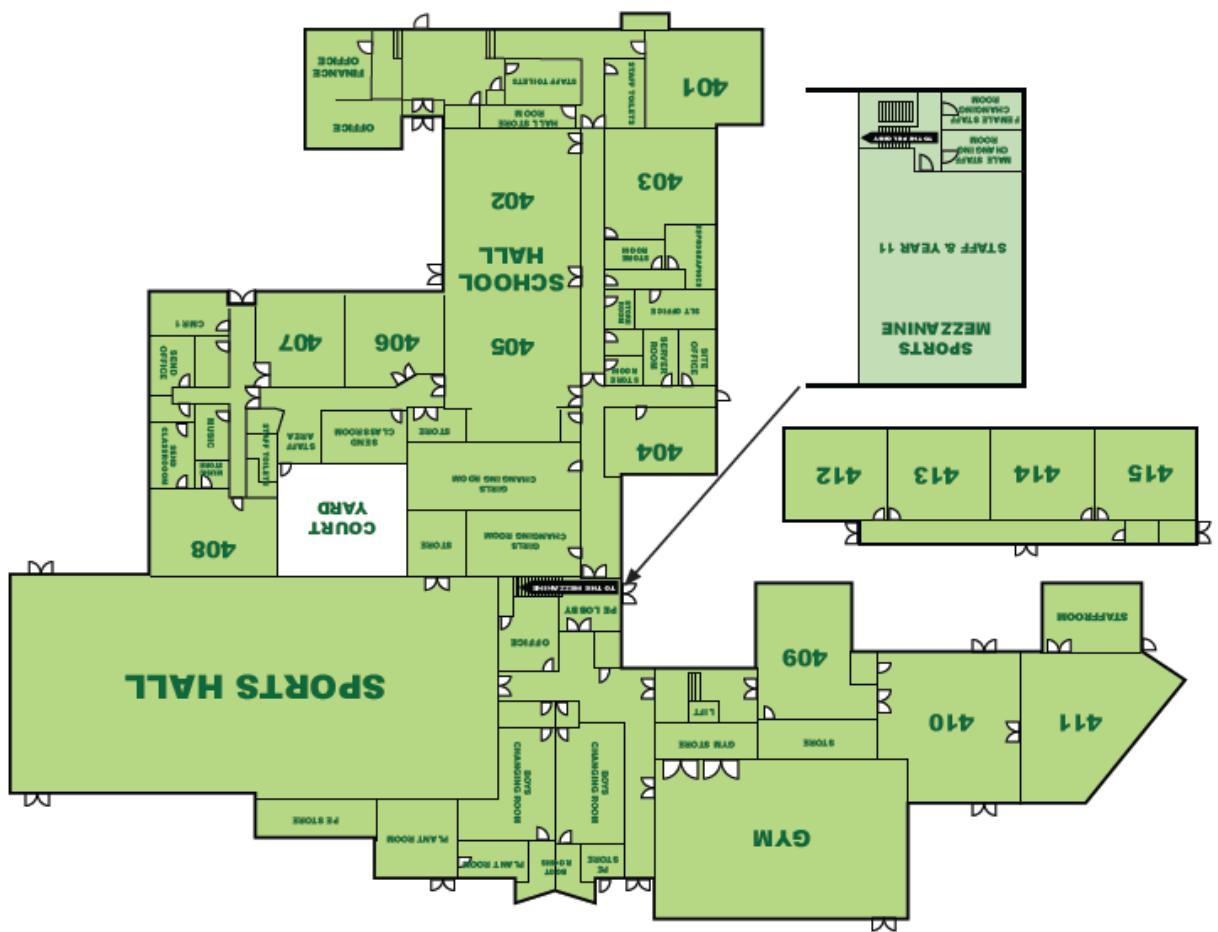
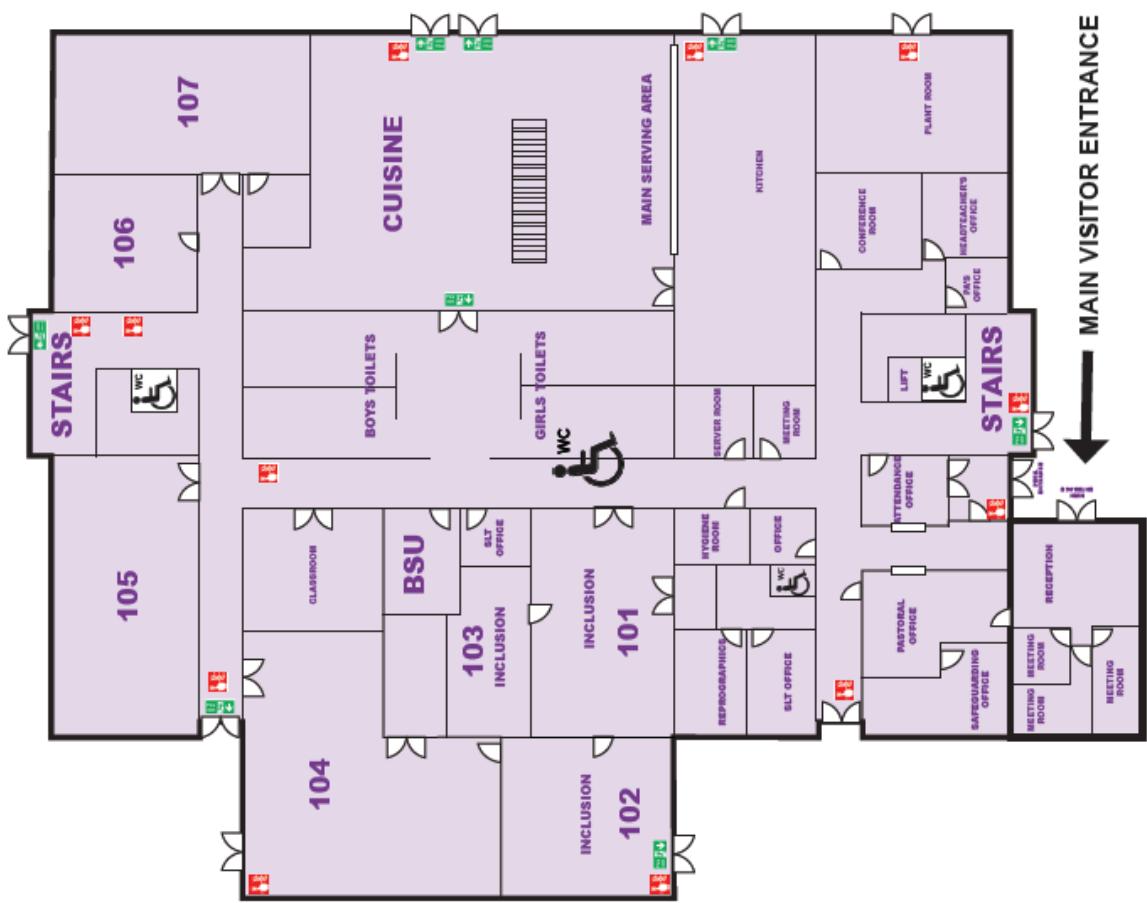
Lessons in Caritas:

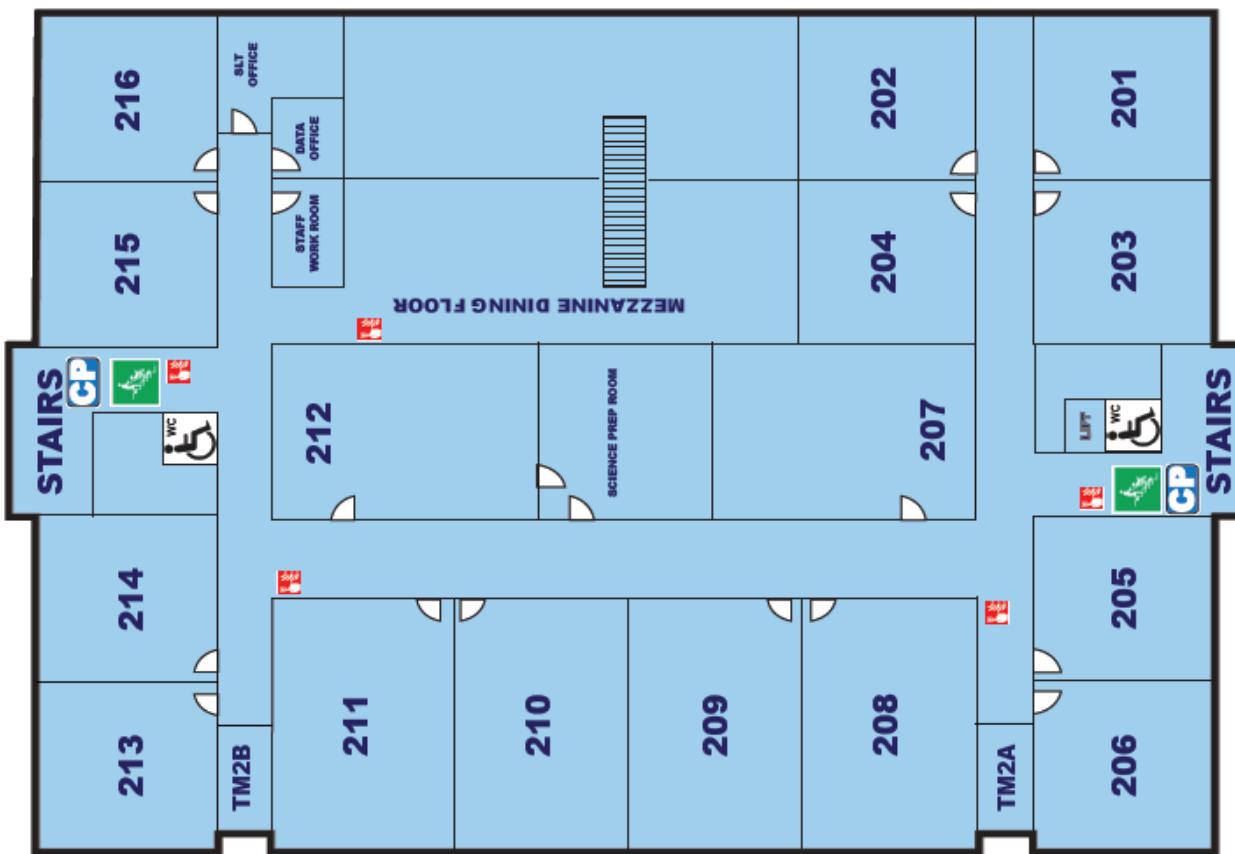
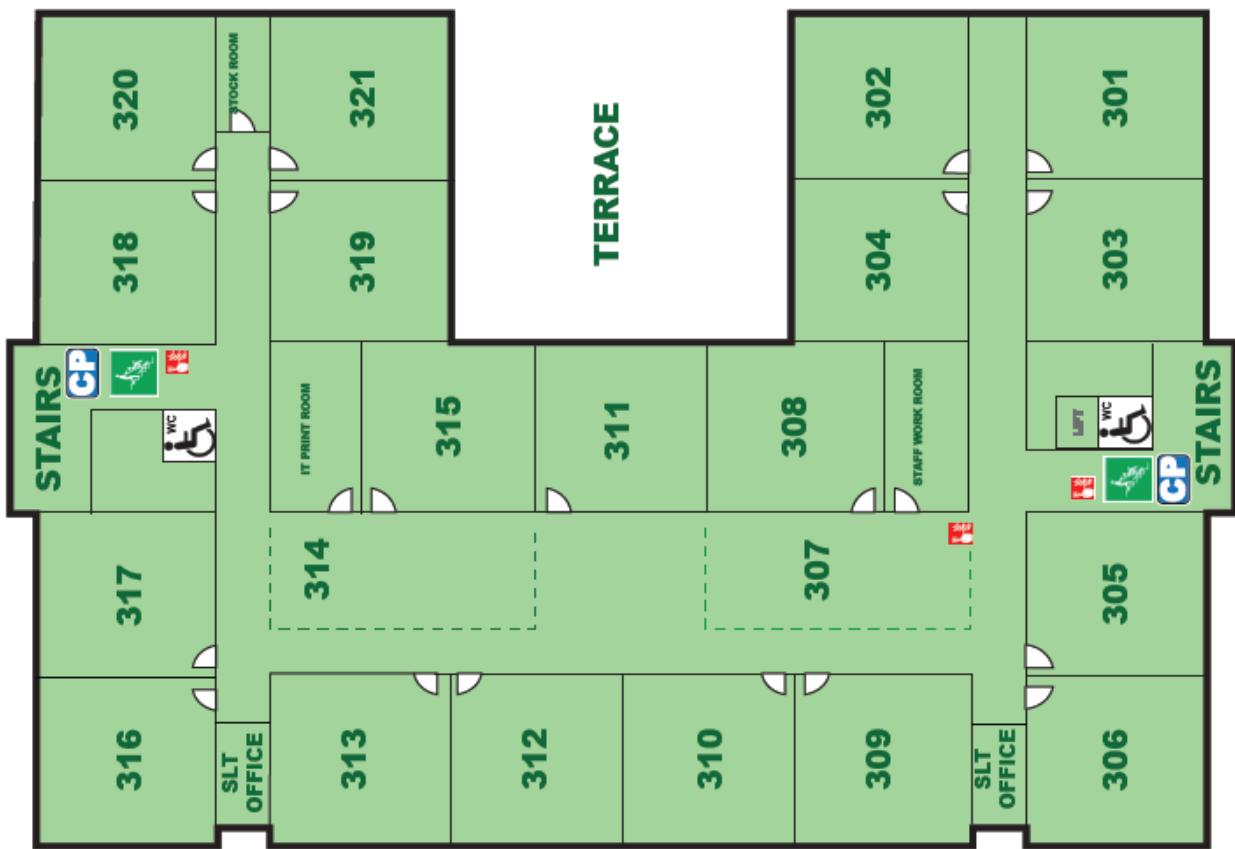
- Humanities
- PE
- Music
- Drama
- IT
- SEN

Lessons in Trinity:

- Maths
- English
- RE
- Science
- Technology
- Art
- MFL







The Timetable

One of the first pieces of information you will be given in September will be your timetable. It's very important



because it not only tells you which lessons you will have that day but it also gives you a clue about the equipment you will need to pack in your bag the night before.

Usually the timetable will also let you know which teacher you will have for each subject. Instead of just one or two teachers, you're going to have to get used to having ten or more different people in charge of your class! The initials of the teacher will be next to the lesson.

You will have five lessons a day and it will be different subjects each lesson. They will all be in different rooms so you will move around the school a lot. There will be a two week timetable so you will need to make sure you are on the right week as well.



The school day

FORM	8.25 a.m.
P1	8.45 a.m.
P2	9.45 a.m.
BREAK	10.45 a.m.
P3	11.05 a.m.
P4	12.05 p.m.
LUNCH	1.05 p.m.
P5	1.50 p.m.
FINISH	2.50 p.m.

Timetable

Everyone gets a timetable like this on their first day of term. Form teachers will then help you to copy this into your planner.

Subjects are shown mostly by their first 2 letters e.g Ar is art, EN is English, Fr is French, Gg is geography, Cs is computer science. What do you think the others are:

Ma

Sc

Sp

	1	2	3	4	5
Mon	7s/Ar6 Mr J Julier 107	7s/Pe4 Mr D McLachlan SPH	7s/Sc2 Mrs L Coburn	7s/Ma2 Mr J S Avery 202	7s/En3 Mr H Santana 308
Tue	7s/En3 Mr H Santana 308	7s/Pe4 Mr D McLachlan SPH	7s/Ra3 Mrs A Beisty 106	7s/Mu6 Mr D Thomas 408	7s/Gg3 Mrs L Burlison 414
Wed	7s/Ra3 Mrs F C Bowden 313	7s/Ma2 Mr J S Avery 202	7s/Gg3 Mrs L Burlison 414	7s/Sc2 Miss S Price 211	7s/Hi3 Miss S Allen 401
Thu	7s/Fr1 Mrs R L Ward 320	7s/Sc2 Miss S Price 211	7s/En3 Mr H Santana 308	7s/Dt6 Mrs K Knox 405	7s/Ma2 Mr J S Avery 202
Fri	7s/Ra3 Mrs F C Bowden 319	7s/En3 Mr H Santana 308	7s/Ma2 Mr J S Avery 202	7s/Hi3 Miss S Allen 401	7s/Fr1 Mrs R L Ward 320

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	Geography	English	RE	Science	History
	AHS 413	HSA308	DKY 319	SPE 214	JME 415
2	Art	PE	English	English	English
	JJR 107	DAS SPH	HSA308	HSA308	HSA308
BREAK					
3	Maths	Music	Geography	French	Drama
	JAY 202	MTR 408	AHS 413	SMM 317	KKK 405
4	History	Maths	French	Maths	Maths
	JME 415	JAY 202	SMM 317	JAY 202	JAY 202
LUNCH					
5	RE	Science	Science	PE	RE
	DKY 319	SPE 214	SPE 214	JRN SPH	DKY 319

Some students might need a visual timetable to help them to understand it and read it.

If this is needed please let the SEN team (stnh01@scrchs.com, stcc04@scrchs.com) know. The school SENDCo or your class teacher at primary school may also tell us if you need this.

Can you answer these questions?

What time does school start?

When is it form time?

How many lessons are there in each day?

How many lessons before break time?

What time is break at?

How long do you have for breaktime?

What time is lunch at?

How long is lunchtime?

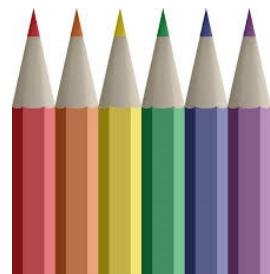
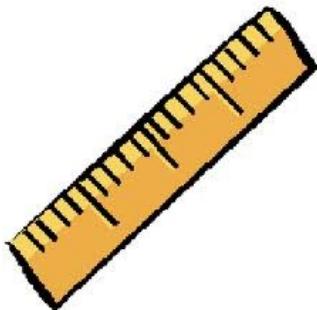
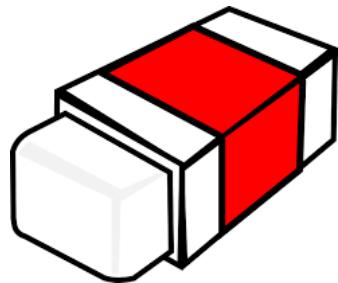
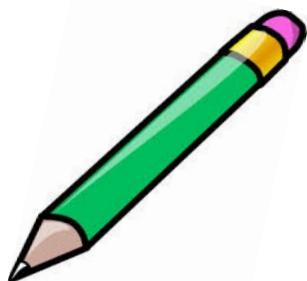
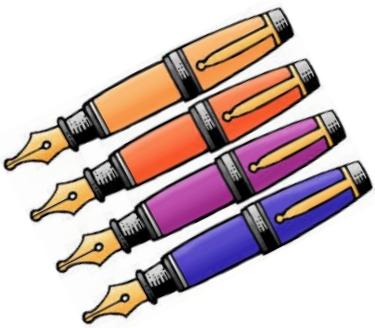
How many lessons are there after lunch?

What time does school finish?

Equipment

In primary school, most of the equipment you need is kept in the classroom, even though you can bring your own.

At secondary school, you will be expected to have your own pencils and pens and you will have to carry them all around with you. There are lots of other things you might need too. You must always have your PREP (pen, ruler, eraser, planner) on you as part of our school standards.



It might seem like an awful lot to remember but try not to worry about it. You can write a list with everything you will need each day. You can then tick them off as you put them in your bag. You will soon start to remember everything you need.

Make sure you pack your bag the night before!!!

Equipment

What items will you need every day (Hint PREP and what will you carry it in)

1. P
2. R
3. E
4. P

Now imagine you have the following lessons tomorrow: PE, Maths, English, Art, Resistant Materials.

What equipment would you need in your bag to be prepared for them?

PE—

Maths—

English—

Art—

Resistant Materials—

School Rules

Why do we have them?

Every school will have some rules for the classroom, corridors and assembly as well as rules about homework, break-times and uniform. You may not like them or even agree with them but they are there to make life easier for everyone in the school.

Can you think of the reasons why schools need rules?

Breaking the rules

There will always be consequences for breaking the rules too. So it's not only important to know what the rules are but also what will happen if you don't follow them.

If you do break a rule, it is usually a good idea to admit that you got it wrong and to say sorry. You are less likely to get in to trouble if you admit you made a mistake.



Some items are not allowed in school at all. These are called banned items

Banned items at school include: Chewing gum, Fizzy drinks, Energy drinks, Hooded tops, Excessive make up, Jewellery in excess of one small pair of studs and a wristwatch

School Rules

At our school we have 4 classroom rules. These are:

- Not to talk when the teacher or anyone else is speaking
- I must stay on task (the teacher will explain each task)
- Not to touch or distract another student
- To speak and act respectfully at all times.

We also have rules for around school. These include:

- No coats or hats inside—they need to be removed when you come back into the building
- Student must move quickly and quietly to the next lessons. You need to enter the trinity building using the right floor to go straight up the stairs.
- You are expected to walk on the left.
- Students are expected to be polite and show respect for others.
- You are expected to follow instructions from staff.

School Rules

What happens if I break the school rules?

Within school we use a C system for if students break the rules.

C1—choice - this is a warning if you are breaking school or class rules

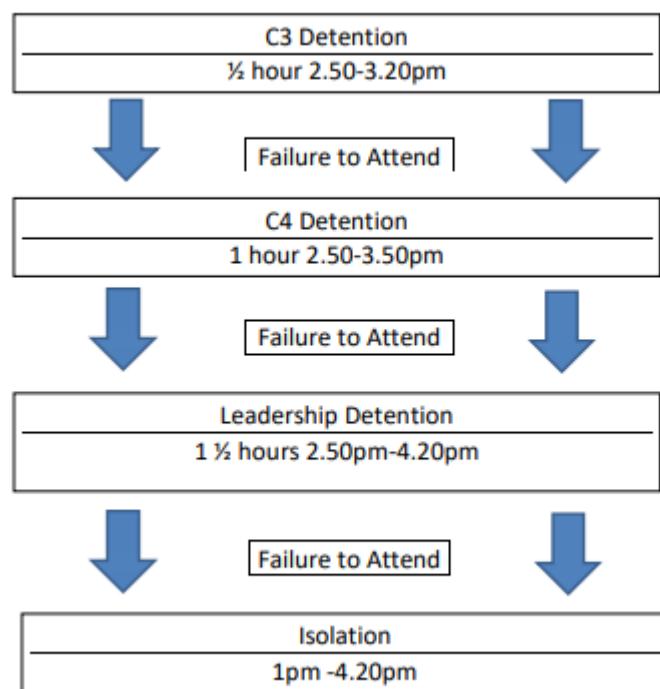
C2 – chance—a second warning to encourage you to change your behaviour

C3—consequence—at a C3 you will get a 30minute after school detention

C4—consequence—at a C4 you will get an hour detention and you have to move classrooms for the rest of the lesson.

On call—if you continue to break school rules, disrupt the classroom you move to or do not move classrooms you will get an on call and will spend time in internal exclusion.

If you do not attend a detention it will be 'upscaled' these means that it becomes a longer detention. If you really cannot do a detention when it is planned let the pastoral team know why and they can move it for



School 5Ps

We also expect all pupils to meet the 5P's —you will get positive points when you meet these expectations and negative points when you do not.

These point can be used to buy things in such as chocolate or stationary in school.

5 Ps Students will:

P Preparation	Be prepared for lessons with the correct equipment and any homework completed. You need to always have your PREP (pen, ruler, eraser, planner)
P Punctuality	Be punctual by arriving to class and school on time with a positive attitude to learning and others.
P Politeness	Be polite by treating everyone respectfully and speaking in a polite and positive manner
P Participation	Participate fully in the lesson. Complete all work in the given time and in the way you have been asked to
P Pride	Take pride in your appearance and work by being in fully uniform and presenting all work with care.

School Uniform

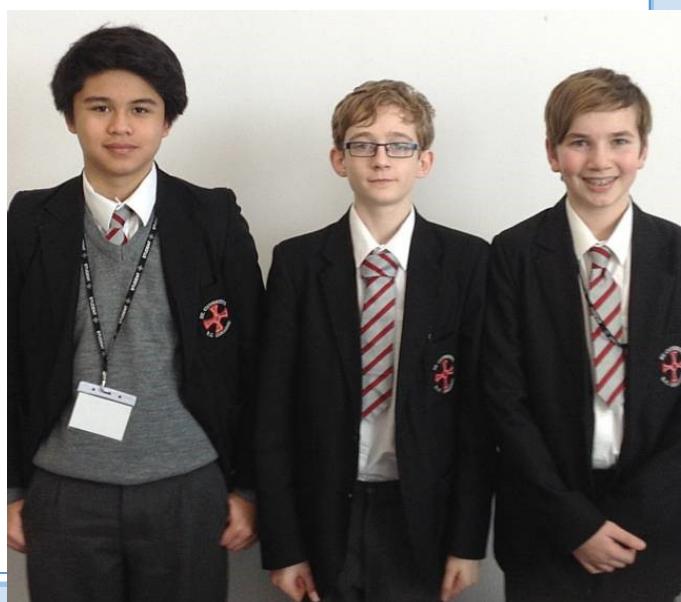
A high standard of personal appearance is expected of all pupils. Pupils who present themselves properly for school can expect praise and recognition for this.

Girls

- Black Blazer with school badge
- Tie (tie worn full waist length)
- A white shirt that goes to the neck (top button done and tie knotted neatly)
- A St. Cuthbert's mid grey knee length skirt (with school badge on) with black tights, white or black ankle socks
- Mid grey trousers
- Black shoes (polished leather or leather appearance); no other colour is permissible.
- Optional V neck grey sweater

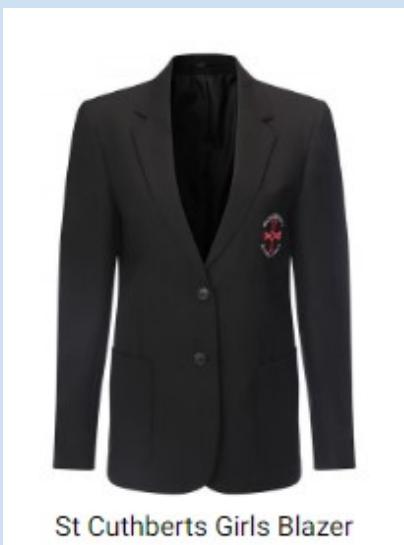
Boys

- Black Blazer with college badge
- Tie (tie worn full waist length)
- A white shirt that goes to the neck (top button done and tie knotted neatly)
- Mid grey trousers
- Black shoes (polished leather or leather appearance); no other colour is permissible
- Optional V neck grey sweater



School Uniform

Girls



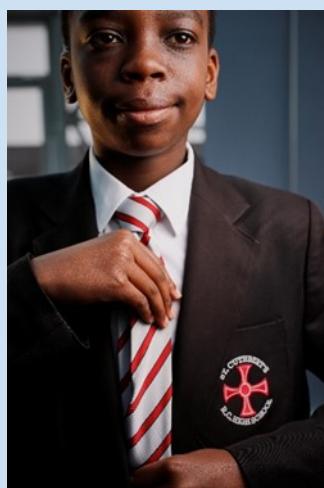
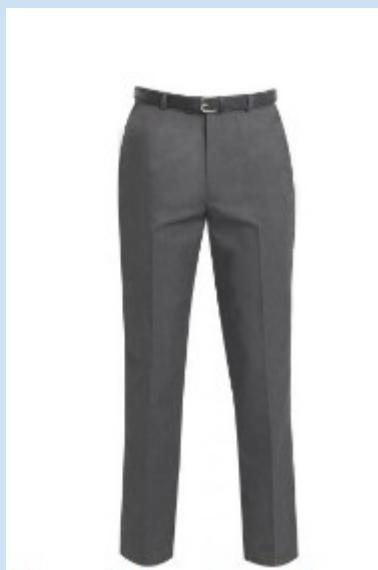
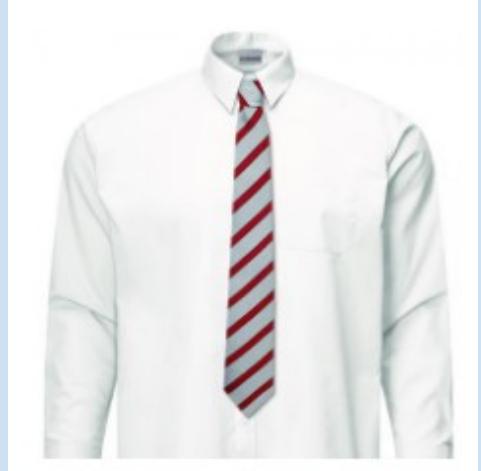
St Cuthberts Girls Blazer

Boys



St Cuthberts Boys Blazer

Both/ either



School PE Kit

Girls

- Red St Cuthbert's t shirt
- Black St Cuthbert's shorts or black leggings
- Black ankle socks
- Trainers
- Optional black long sleeve top with St Cuthbert's logo

Boys

- Red St Cuthbert's t shirt
- Black St Cuthbert's shorts or black leggings
- Black football socks
- Trainers
- Optional black long sleeve top with St Cuthbert's logo



School PE Kit



Meeting New People

How many people are in your Y6 class?

How many years have you known them?

How many adults are there in your class?

Most children in your class will feel comfortable and happy because they know everyone very well and feel like they belong. Just having one teacher can make you feel safe too. Going to secondary school can be different because you won't know everyone and it may take a bit of time to feel like you 'belong' in your new form.

The important thing to remember is that EVERYONE will feel the same way and that you're not alone. It's actually a good opportunity to make new friends and learn from adults who have specialised in their particular subject.

Making Friends

Everyone has strengths and weaknesses. Some pupils find it really easy to get to the top level on a computer game whilst others never get past Level 1. Some pupils have no problems drawing amazing life-like pictures whilst others find it difficult to draw a good stick-man.

It's the same with making friends. Some pupils love meeting new people, are very chatty and make lots of friends easily. Others don't know how to begin to make even one friend.

Where are you on the friendship scale?

Below are a few hints and tips to help you make a new friend:

-
- Smile
 - Tell them your name and ask what they're called
 - Talk about your interests
 - Ask them if they want to do something at break

Where do I go if...?

There are lots of different places and people you can go to depending on your reason...

I am feeling...	I can go to...
LOST	Pupil reception Any teacher
SCARED	Form Tutor Head of Year/Pastoral SEN
UPSET	Form Tutor Head of Year/Pastoral SEN
WORRIED	Form Tutor Head of Year/Pastoral SEN
I NEED HELP WITH MY WORK/HOMEWORK	Subject teacher The Linc

If there is anything else you might need help with just ask a teacher, they will be happy to help.

What if...?

If I forget how to find my way to the classroom

I will get my plan from student planner and see if I can work it out
I will try and ask someone in my class
I will ask the teacher

If someone calls me an unkind name

I will try and walk away and not swear and shout at that person
I will tell my teacher why I feel upset
They will deal with it and talk to that person

If I forget my dinner money

I will go to the office and tell the lady in there that I have no money for lunch
They will lend me some money to buy some lunch
They will also tell my Mum by writing it in my student planner book

If I forget to bring my homework to school

I will tell my form teacher
I will tell the subject teacher and say the reason why I have not got my homework
The teacher will tell me where I have got to put my homework when I bring it in tomorrow

What if I have difficulty in the dining hall?

I could tell my tutor
I could ask to go in to lunch early

What if I have nothing to do at break?

I could go to the SEN break and dinner
I could buy a snack and eat it in the dining hall
I could find my buddy
I could go to reception

Top Tips

Before starting at the school, practice things you might find hard e.g. packing your bag, putting on your uniform and shoes, tying your tie, putting on your PE kit.

- Make sure your name is on most things.
- Put a copy of your timetable somewhere in your home e.g. bedroom or kitchen.
- Check your timetable every night before school and pack your bag.
- Remember lunch - packed lunch or money.
- Remember you can always speak to your form tutor if you are not sure.

