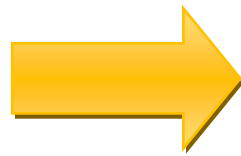


Getting ready to transfer from Primary School to Secondary School



Name: _____

Primary School: _____

Secondary School: _____

My New School

Find a picture or photo of your new school and stick it here.

When you know which School you are going to go to in September, it is a good idea to find out as much information as you can before you start.

The name of the School is _____

The address is _____

The telephone number is _____

The e-mail address is _____

The website address is _____

The name of the head teacher is _____

Starting School question sheet



Questions about getting to School	Best way to find out	Answer
Where is the School?		
How will I get there?		
Can I take a bike? Where can I put it?		
How much is the bus fare? Which number bus would I take?		
Are there friends that I can walk with?		
How long will it take to get there?		
What time will I have to get up in the mornings?		

Questions about School Uniform and equipment	Best way to find out	Answer
What do people wear to School?		
Where can I buy it?		
What sports kit will I need?		
Do I need my own pens and pencils?		
Is there any other equipment that I need?		

Questions about the school day	Best way to find out	Answer
What time does School start/ finish?		
How does the timetable work?		
What subjects will I be able to study?		
What facilities does the School have (e.g. sports equipment, science laboratories)?		
What times are break-times and lunch times?		
What sort of food is available?		
Where do students go at lunch time?		
What happens if I find the work hard?		
Who's the best person to talk to if I am having problems?		
How am I rewarded for my work?		

Any other questions I have	Best way to find out	Answer
1.		
2.		
3.		

School Staff

There are many teachers in a secondary school, not all of them will teach you, but may be important to you in a different way. As well as being a teacher they may have another job in school. The different names for these jobs are helpful to learn.

Written below are some of the jobs that adults in your secondary school may have.

Try and find out if there are adults in your secondary school who do this job, what they do and when you may see them.

The name of the Pastoral Lead _____

Who else is in the team? _____

What do they do? _____

When may you see them? _____

The name of the Safeguarding Lead _____

Who else is in the team? _____

What do they do? _____

When may you see them? _____

Is there anyone else who might help you?

What are their names? _____

What do they do? _____

When may you see them? _____

School Uniform

It is important to wear the right clothes when you start at Secondary School.

Find some photographs of students at school. You may find pictures on the website or you may know someone who already goes to the school who can show you.

Find out the school dress code.

Are there any clothes or jewellery you are not allowed to wear?

Is there anything you need to practice?

- Doing up buttons?
- Tying shoelaces?
- Changing quickly for PE?

List some of the clothes you might wear to school. Remember to think about appropriate shoes.

1. _____

2. _____

3. _____

4. _____

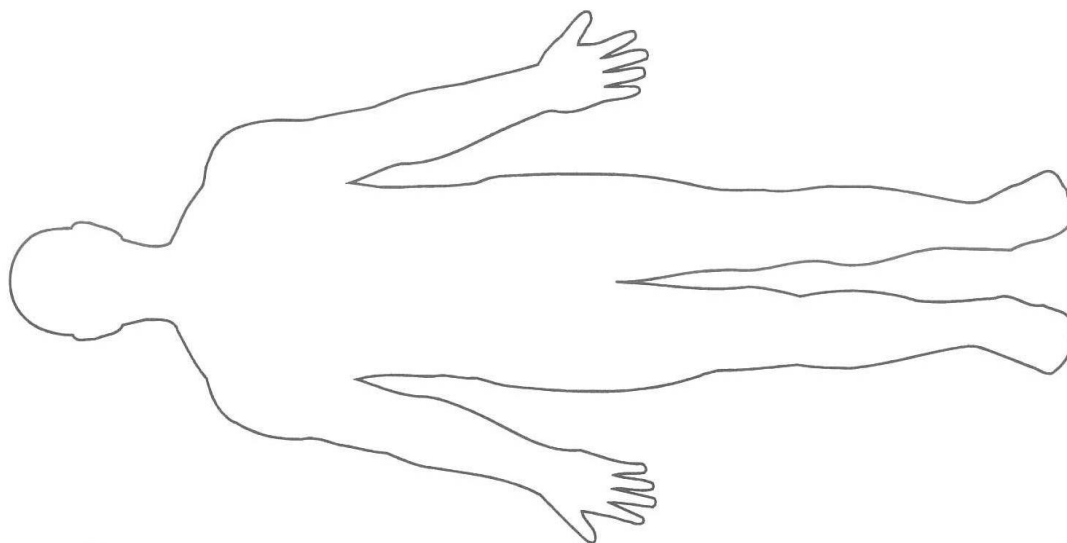
5. _____

Make sure you buy a bag that can hold books, equipment, PE kit and that is comfortable to carry.

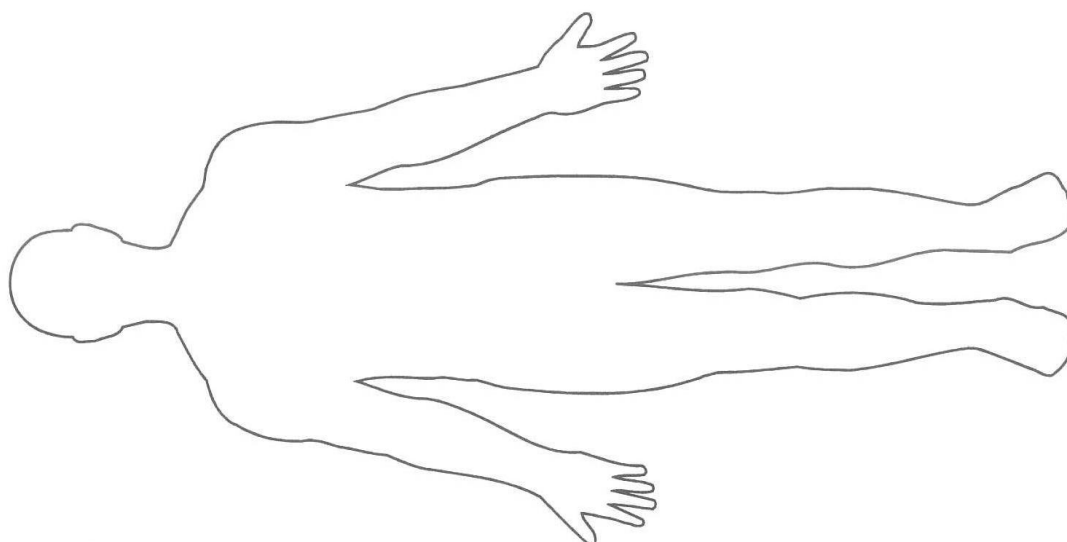
My school uniform

Find a picture of the school uniform and PE kit you will be wearing. You can look in the school brochure, or print one off the website. Colour it in on the person or stick a picture over the top.

PE kit


























Uniform



School timetable

Here is an example of what your timetable might look like in September.

	Tutor 8.50-9.40	Lesson 1 9.40-10.30	Lesson 2 10.30-11.20	Break 11.20-11.40	Lesson 3 11.40-12.30	Lesson 4 12.30 – 13.20	Lunch 13.20-14.00	Lesson 5 14.00-14.50	Tutor 14.50-15.00
Monday	Literacy	English  Mrs McGrath	Maths  Mr Kent	BREAK	DT  Mr Willis	Art  Mrs Shaw	LUNCH	Food Tech  Miss Fusco	Tutor
Tuesday	Literacy	DT  Mr Willis	Outdoor Ed  Mr McGroary		Humanities  Mr Harrison	Maths  Mr Kent		PE  Mr Richards	Tutor
Wednesday	Literacy	Food Tech  Miss Fusco	English  Mrs McGrath		Science  Mr Wolf	Forest School  Mr Harrison		Enrichment Afternoon  ENRICHMENT	Tutor
Thursday	Literacy	PE  Mr Richards	English  Mrs McGrath		PSHE  Mrs Ryan-Roberts	Mechanics  Mr Hubbard		Art  Mrs Shaw	Tutor
Friday	Spellings 99 Club	Mechanics  Mr Hubbard	Science  Mr Wolf		Maths  Mr Kent	Lunch Tutor			

Which subjects are you most looking forward to?

Which subjects are you worried about? Why?

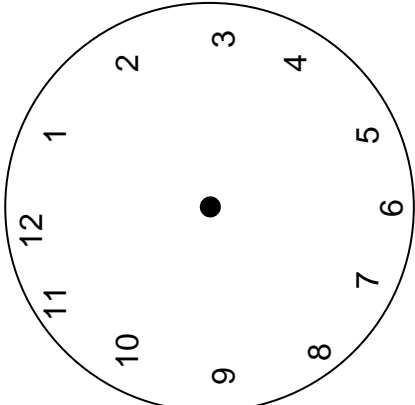
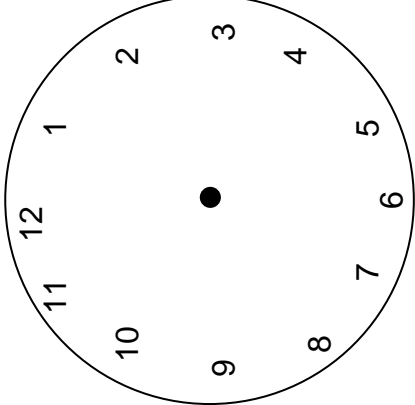
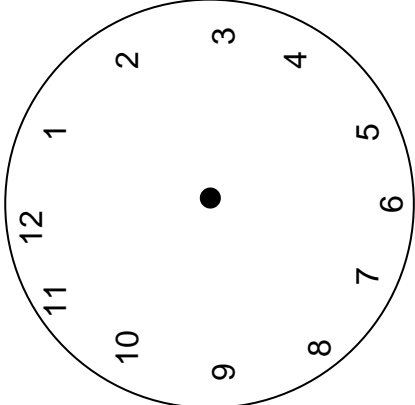
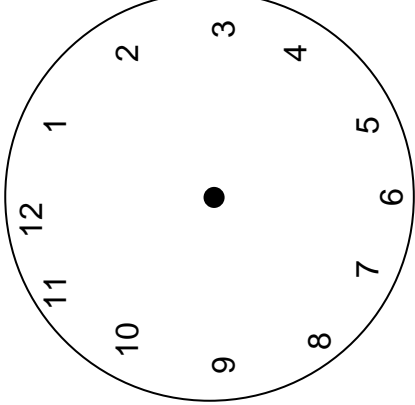
Finding your way around your new school

Use the map of the school below to see how to find your way around the school.



School times

Organisation at school

School starts at:	Break time is at:	Lunch time is at:	School finishes at:
			
-- : --	-- : --	-- : --	-- : --

Break and Lunch times

The **morning break** is after tutor time and the first two lessons. It is a time when you can mix with your friends, go to an activity, and get a drink and snack.

Start Finish Length of break

The **lunch break** is between morning and afternoon lessons. It is a time when you can mix with your friends, go to a lunchtime activity, and eat your lunch.

Start Finish Length of break

Where can I go and what can I eat at break and lunch times?

Most Secondary Schools have a canteen system or you can bring a packed lunch.

Make a list of some of the different types of food you can buy in the canteen:

1. _____
2. _____
3. _____
4. _____
5. _____

If you bring in a packed lunch you will need to find out

Where can you eat it? _____

Can you buy a drink at school? _____

What sort of drinks or containers
are you allowed to bring into school? _____

Lunch time activities - there are often different activities that occur at lunchtime

Make a list of the different activities you could do:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____



Places to go- there are often different places you can go during your lunch break

Place	What you are allowed to do

Rewards









Each day at school you will have a daily score sheet. Points can often be earned for good work or behaviour. It is possible to lose points as well.

- Everyone has the chance to get rewards
- Full points give you access to the reward room and go karts!
- These points can be spent in the reward shop
- Save points to receive a personalised reward
- There are also end of term reward trips
- Points summary is emailed home weekly

Non-Negotiables – Monday _____

Manners Matter Target:



 Our Values Respect Kindness Perseverance	Tutor Time	Lesson 1	Lesson 2	A	B	Lesson 3	Lesson 4	A	B	Lesson 5	PM Tutor	Total
												
Lesson												
In Class and in seat				B	B			L	L			
Working well with others				R	R			U	U			
No rudeness or swearing				E	E			N	N			
Engaged in Lesson				A	A			C	C			
Following all staff's instructions without arguing				K	K			H	H			
Above and beyond with classwork												
EHCP Target												
EHCP Target achieved												
Signature												

I can earn points for:

- _____
- _____
- _____
- _____
- _____

Route to school



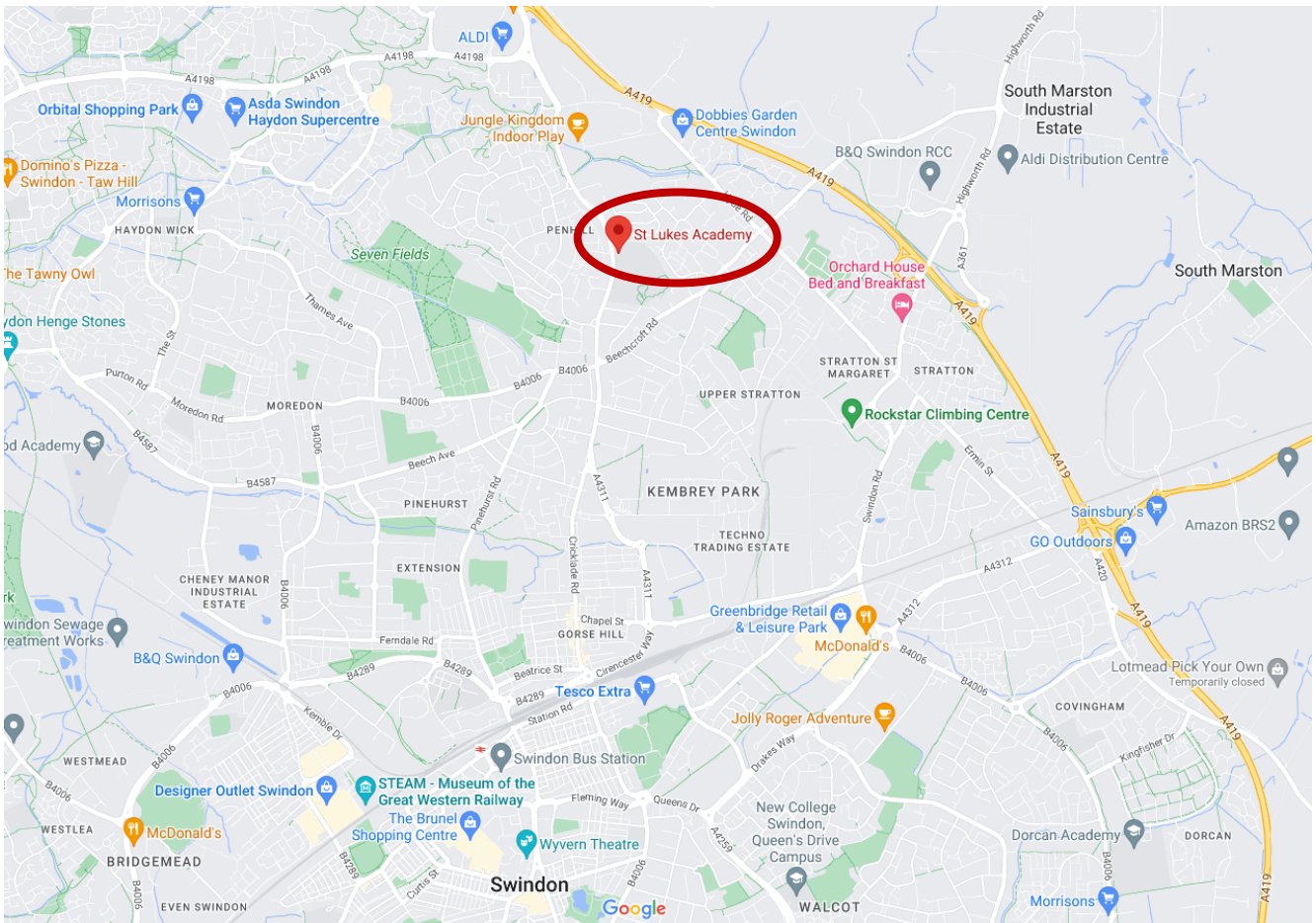
How are you going to get to School? _____

How long will it take? _____

If you are catching the bus, what time does it leave? _____

What time will you need to leave home? _____

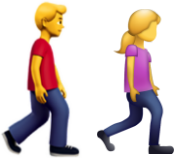
Find a map that shows both where you live and your Secondary School.
Photocopy the map and draw on your route to School or your route to the bus stop.



How will I get there?

How will you get to School? _____

You might **walk** or **cycle** sometimes, if you do then answer these questions:



Do I know the way?	
Will I have a friend to walk or cycle with?	
Where will I put my bike?	

You might go by **car** sometimes, if you do then answer these questions:

Will I go by car every day?	
Who will drive me?	
Will I get a lift home as well?	



You might go by **bus**. If you do then answer these questions:



Where is the bus stop?	
What time is my bus to School?	
What number is the bus?	
What time is my bus from School?	

Answer these questions whether you will **walk**, **cycle**, go by **car** or **bus**.

How long will my journey take?	
What time must I leave home?	
What time will I get home?	

After visiting your new school

Describe what you did and saw.

What did you like at the School?

What didn't you like?

How was it different from your Primary school?

Is there anything else you want to find out?

Going to Secondary School

How do you feel?

These could be useful to think about when you think about changing school.

Use **two different coloured pens or highlighters**, highlight the phrases that you are looking forward to in one colour; use a different colour for those you are worried about. Or cut them out and stick them into the boxes on the next page. Use the blank boxes to add your own.

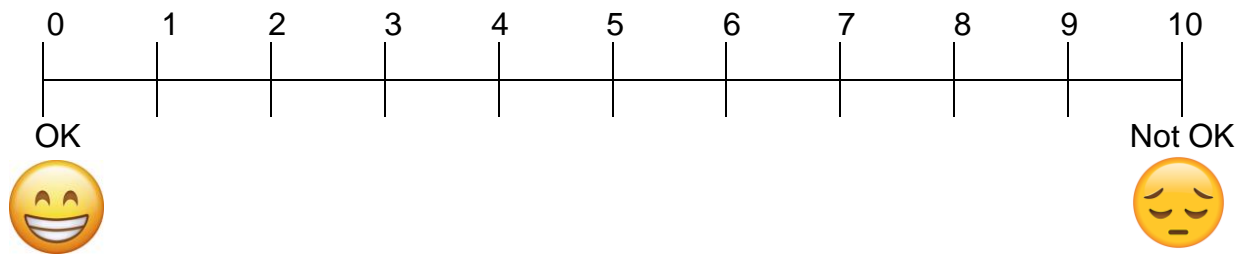
Making new friends	Learning a new timetable
Dinner time	Taking a shower
Having a different uniform	Being on time
Finding way around	Break times
Getting to school	Learning new subjects
Meeting others my own age	Joining clubs
Being with friends	School rules
Homework	Meeting my new tutor
Meeting my new teachers	Being able to do the work
Being with older pupils	Getting changed for sport / PE

If you have cut out the phrases from the previous page, paste them into the appropriate box.

Excited about...	Worried about...

A solution-focused approach

Think about something that worries you about moving to Secondary School.



What is the worry? _____

On the scale of 0 to 10 how worried are you? _____

Think of a time when you have been worried before _____

What helped you move down the scale that time? _____

Where on the scale would you like to feel in a month, 6 months and in a year? _____

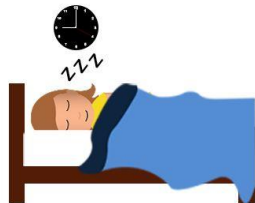
What would help you move one point nearer? _____

What will have changed so you know you are less worried? _____

Looking after yourself

Being organised

- Make a large copy of your timetable
- Display it in an important place
- Check what lessons you have each day
- Make lists of what you need each day
- Pack your bag the night before ready for the next day



Keeping healthy

- Get plenty of sleep
- Switch off from phones / games / social media
- Have breakfast, eat healthy foods
- Do some physical exercise at least three times a week

Keeping clean

- Shower or bath and wash your hair regularly, probably at least 3 or 4 times a week. This can depend on how greasy your hair gets.
- Clean your teeth at least every morning and night
- Use deodorant every morning
- Change your underwear every day.



Looking smart

- Brush your hair every day and have your haircut regularly.
- Make sure your uniform is clean.
- Look in the mirror to check that you are tidy every day before you leave home.
- Clean your shoes regularly.

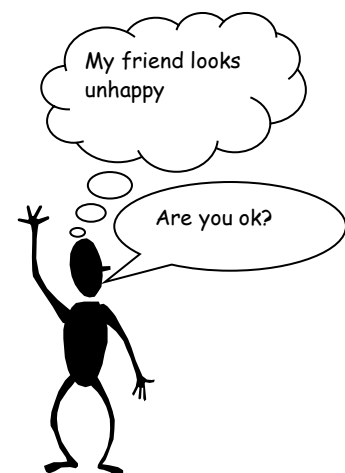
How to be a friend

Here are some positive things friends do for each other to keep their friendship strong.

- **Empathise.** Put yourself in your friend's situation to understand what they're going through.
- **Support.** You can show your support for your friends by just listening when they want to share.
- **Compliment.** Everyone likes to receive a compliment. Compliment your friend on a new hairstyle, a great score on a test, a smooth football move. Be specific and keep it simple. Choose the right moment to give the compliment.
- **Respect privacy.** Sharing is a fun part of a friendship. It's hard to regain your friend's trust if you tell others things you weren't supposed to share.
- **Encourage.** Use encouraging statements like, "You can do it".

When you wonder if you are being a good friend, ask yourself this question:

Am I treating my friend like I want my friend to treat me?



Joining-in

Joining in conversation or a group activity can be scary. However, it is one way to make new friends. Try these strategies for joining in.



Watch and listen. Observe what the group is doing. Listen to what the people are saying. Don't interrupt.



Make a friendly comment or gesture. Nod your head and smile. Make comments like, "That's a good idea", or "That looks great".



Find something you have in common with the group. Think about your own experiences. You could say, "I saw that movie", or "I have that game at home".



Ask to join the group. Wait for a pause in the conversation. You could say, "Can I walk with you?" "Do you need any help?" or "Can I play?"



Accept 'no' for an answer. Sometimes people don't want you to be part of the group. Don't argue or complain. Go and ask someone else. Seek help if it makes you feel upset.



Pictures of the school

This will show you key areas of the school to help you recognise where you are or where to go when you visit, and prepare you for starting in September.

School entrance



Student entrance



Reception



Pastoral Hub



Locker room



Dining hall



Outside spaces



Classrooms



Art room



Food Tech room



Science room



DT room



Sports hall



Gym / Fitness room



Mechanics



Forest School



Study space



Reward room



