



Twyford
C of E
High School

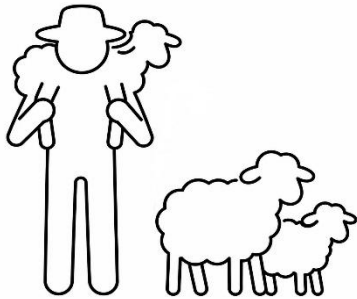
Year 7 Guidebook

Getting Ready for Secondary School

Name:

Tutor Group:

Our 10:10 Ethic is central to everything we do here at Twyford.
It is both a profoundly and deeply Christian narrative.



As Jesus guides and supports his followers, our 10:10 Ethic centres around the importance of **following good advice and being a role model to others.**



Our 10:10 ethic



As with the story of Creation, our 10:10 Ethic centres around the **importance of making good choices.**

This Guidebook is here to help make sure that you feel ready and prepared to start Secondary School in September.

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What shall I wear?

One big difference between Primary and Secondary school is what you wear to school.

Look at the two Twyford students below. This is how you should look every day at Twyford.

White shirt
The top button is done-up and the shirt is always tucked in

Blazer

Lower School Tie
To be worn with at least 5 stripes on show

Trousers
These should be black and worn on the waist

Skirt
This is worn on or below the knee

Shoes
Must be shoes!
Not trainers or plimsols

Tights & Socks
Tights should be plain black.
Socks should be plain white /black



- ✓ Earrings must be plain gold or silver studs
- ✗ Bracelets, necklaces and other forms of jewellery must *not* be worn
- ✗ Lines in hair and slits in eyebrows are *not* allowed
- ✗ Make-up, nail polish and hair dye which is an 'un-natural' colour are *not* allowed

Why is it important to look smart and be in the correct uniform every day?



Shows that you are **proud** to attend Twyford CofE High School



Shows that you take **pride** in your appearance



Shows that you enjoy being **part of a community** in which everyone follows the same rules and dresses the same



Allows you to **focus on your learning** rather than worrying about your clothes!



Ensures you are a **Twyford Ambassador** when travelling to and from school












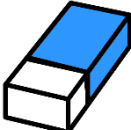
Wear it proudly
Smart uniform shows pride in who we are






What do I need to bring?

Another difference between Primary and Secondary School is being an independent learner who comes to school fully equipped with everything they need for the day.

At Twyford we expect our students to have their own **Learning Kit**. This should include:

	Blue or Black Pen	For written tasks and general writing in lessons and Tutor Time
	Green Pen	To self or peer assess classwork and Lesson Prep
	Red Pen	To underline the Lesson Title and Date – making it clear where the next lesson starts
	Whiteboard marker pen	For Mini Whiteboard Activities
	Whiteboard eraser	For Mini Whiteboard Activities
	Pencils	For certain subjects that require drawings or diagrams
	Pencil Sharpener	To keep pencils sharp and ready to use!
	Calculator	This should be a Scientific Calculator for Maths and Science Lessons
	30cm ruler	To underline the Lesson Title and Date, as well as for Maths and Science Lessons
	Eraser	To rub out any errors or mistakes

	Scissors	For tasks that require cutting and sticking
	Glue	To make sure worksheets and handouts are stuck in your exercise books – this will ensure no worksheets are lost!
	Highlighters	To identify key terms, words and vocabulary in your exercise books

Where can I purchase my equipment?

- ✓ Complete Learning Kits can be purchased **from the school via ParentPay**. If you order these over the Summer holidays they will be ready for collection on the first day of school (Tuesday 8th September)
- ✓ **Any shop selling stationery** (TG Jones, Ryman, Tesco etc.)

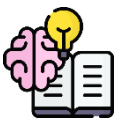




Stationery runs out! So, keep an eye on your Learning Kit and make sure you are replacing items as and when you need them. You can purchase items from:

- ✓ **Student Services** – this will be open before school and at break time. Student Services is in the School Café and only accepts cash.
- ✓ **Any shop selling stationery** (TG Jones, Ryman, Tesco etc.)

What is Lesson Prep?

Another big difference between Primary and Secondary school is how much homework you will be given every day. At Twyford we call homework, **Lesson Prep**. This is for a very important reason. The tasks that your teachers will set you every lesson are there to **prepare you for the next step on your learning journey**. These tasks may take the form of:

	<p>Recap and Consolidation Tasks – Going over what you learnt in <i>that</i> lesson so you can feel confident in the skills and knowledge, before moving on to something new.</p>
	<p>New Information Tasks – Helping you to gain the knowledge needed for the next lesson, so that you can then apply that knowledge to different tasks or skill-based activities.</p>
	<p>Revision Based Tasks – Preparing you for in-class recall quizzes and tests. As well as helping you to prepare for the Quarterly Assessments which take place throughout the year.</p>

Prep Expectations:

- You will receive **5 pieces of Lesson Prep every day**
- Each Lesson Prep task should take **15-20 minutes to complete**
- Some Lesson Prep tasks will be **online** (e.g. Sparx and Quizlet)
- Most Lesson Prep tasks will be in your **exercise books or Lesson Prep booklets**
- All Lesson Prep tasks need to be **attempted to your best ability** – even if you're not sure about the answer, give it a go and you will self or peer assess the answers in class!

Recording Lesson Prep

Lesson Prep will be recorded in your **student planner** – this is like a diary and is there to help you stay organised. You must write in the **subject, details of the Lesson Prep Task** and the **due date**. You can then **tick this off**, once completed!

A student's planner should look like the below:

Friday	10	1	Science	Do ecology 1 and organs and health 1 if not done.	14th	✓
		2	Languages	Do vocab express 75i Q4 General Revision.	13th	✓
		3	Music	Complete the MS teams quiz Y7 Unit 3 Q4 revision.	23rd	✓
		4	Maths	Do sheet: prep questions	13th	✓
		5	English	Improve the start of the para and the end (it is marked) do assessed homework again you get 5 points!	13th	✓
				Enrichment		

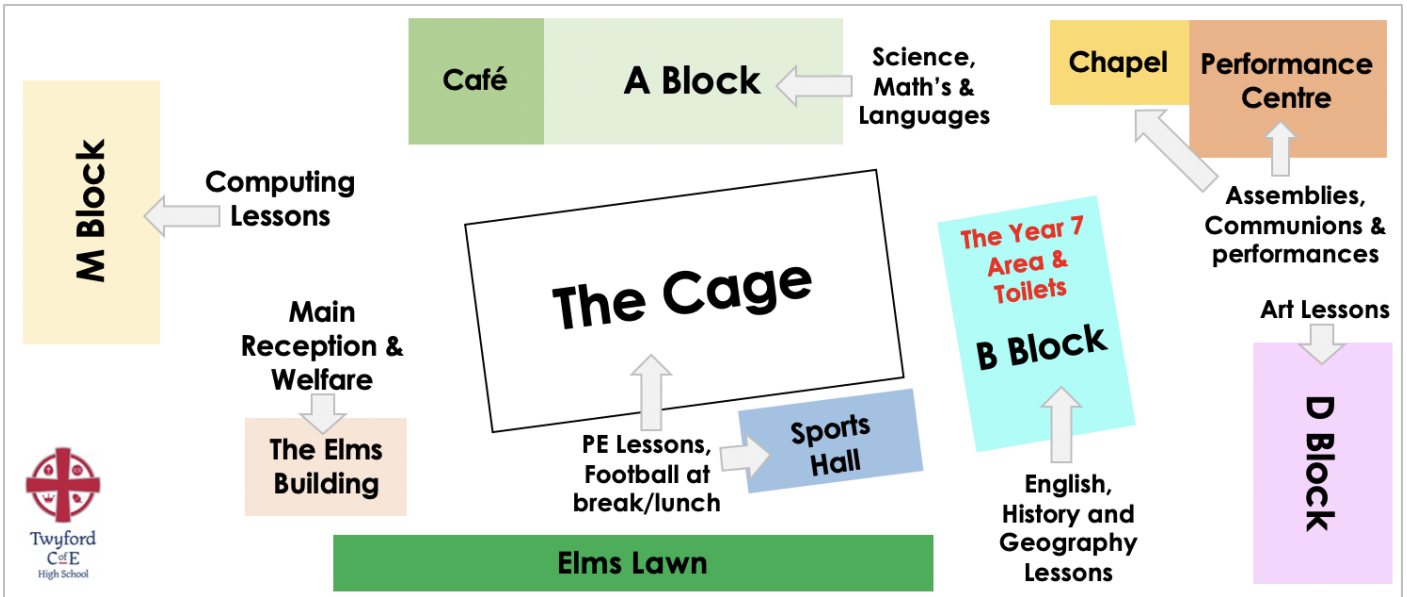


Top Tips for Lesson Prep Completion

- ✓ **Complete your Lesson Prep on the day it is set** – if you wait until the day before it's due, you may forget about it!
- ✓ **Complete your Lesson Prep in a quiet space**, away from distractions such as the TV and your phone.
- ✓ Make sure you set aside **enough time** each evening to complete your Lesson Prep – it should take you around 1 hour 15 to 1 hour 30 minutes each evening to complete all your Lesson Prep. Don't rush the tasks – make sure you are completing them to the best of your ability.
- ✓ Make sure you have an **evening routine** which includes completing your Lesson Prep but also things such as afterschool clubs, dinner, and time to relax!
- ✓ If you have any **questions about your Lesson Prep** try to find your teacher *before* you go home.
- ✓ If you have **any problems with completing your Lesson Prep at home**, make sure you send your teacher an email or ask your parents/carers to write a note in your planner.
- ✓ If you need some support with Lesson Prep completion or you need a quiet space, come along to **Study Club** – this runs Monday-Thursday 3.20-4.20pm. There are also Sixth Form Students on hand to help you.

How do I find my way around?

Twyford is a big school! We have nearly 1,700 students, 4 different buildings where lessons take place, plus the Elms, Café, Chapel and Performance Centre. You might be worrying about finding your way around and getting used to where everything is. So, below is a map to help you start to familiarise yourself with what the school site looks like:



To help you find your lessons you will be given a **timetable**, which will look like the below. Your timetable contains lots of important information to help you find your way around.



	0	1	2	3	4a	4b	5	6
1Mon		Music CM1 <i>Mr J YATES</i>	Spanish A06 <i>Mr K MCKEVITT</i>	History B04 <i>Mr M JONES</i>		English B06 <i>Dr J BOWERMAN</i>	Singing CHAPEL <i>Mrs F MCGONIGAL</i>	
1Tue		Art D11 <i>Miss S POON</i>	Science A34 <i>Mrs A MAC SWEENEY</i>	English B06 <i>Dr J BOWERMAN</i>		Maths A11 <i>Mr C DOLBY</i>	Games CHNG RM <i>Miss B HAWKSWORTH</i>	
1Wed		English B06 <i>Ms S M FEELEY</i>	Spanish RE3 <i>Mr K MCKEVITT</i>	Science A34 <i>Mrs A MAC SWEENEY</i>		Geography B04 <i>Miss H FERGUSON</i>	Maths A11 <i>Mr C DOLBY</i>	
1Thu		Maths A11 <i>Mr C DOLBY</i>	Geography B05 <i>Miss H FERGUSON</i>	Music CM1 <i>Mr J YATES</i>		English B06 <i>Dr J BOWERMAN</i>	Science A34 <i>Mrs A MAC SWEENEY</i>	
1Fri		Spanish A06 <i>Mr K MCKEVITT</i>	Science A34 <i>Mrs A MAC SWEENEY</i>	Computing M10 <i>Mrs D K CHOWDHARY</i>	Maths A11 <i>Mr C DOLBY</i>		Art D11 <i>Miss N K NEWCOMB</i>	



Subject



Teacher

Two Week Timetable



	0	1	2	3	4a	4b	5	6
2Mon		English B06 <i>Dr J BOWERMAN</i>	Drama Drama 2 <i>Miss L J SIMPSON</i>	Spanish A06 <i>Mr K MCKEVITT</i>		Science A34 <i>Mrs A MAC SWEENEY</i>	Singing CHAPEL <i>Mrs F MCGONIGAL</i>	
2Tue		Spanish D06 <i>Mrs H CESAR</i>	Geography B05 <i>Miss G HAYES</i>	Latin D01 <i>Miss C LYON</i>		Maths A11 <i>Mr C DOLBY</i>	Games CHNG RM <i>Miss B HAWKSWORTH</i>	
2Wed		Maths A11 <i>Mr C DOLBY</i>	Rel Ed RE3 <i>Miss A ALLEYNE</i>	History B04 <i>Mr M JONES</i>		Spanish A06 <i>Mr K MCKEVITT</i>	English B05 <i>Dr J BOWERMAN</i>	
2Thu		Rel Ed RE3 <i>Miss A ALLEYNE</i>	Science A34 <i>Mrs A MAC SWEENEY</i>	History B04 <i>Mr M JONES</i>		English B06 <i>Ms S M FEELEY</i>	Spanish D06 <i>Mrs H CESAR</i>	
2Fri		Science A34 <i>Mrs A MAC SWEENEY</i>	Computing M10 <i>Mrs D K CHOWDHARY</i>	Rel Ed RE2 <i>Miss I PALMER</i>	Maths A11 <i>Mr C DOLBY</i>		Drama Drama 2 <i>Miss L J SIMPSON</i>	



Room

- ✓ The **letter** tells you which **block** your lesson is in
- ✓ The **number** tells you which **floor** and then **room**



Have a go at using the timetable by answering the questions below!

1. What is your first lesson on a Week One Tuesday?

2. What lesson do you have after Break on a Week One Wednesday?

3. Which Block is this lesson in?

4. Which floor is this lesson on?

5. What is the room number for this lesson?

6. What is your first lesson on a Week Two Monday?

7. Which classroom are your Maths lessons in?

8. Which lesson do you have after lunch on a Week Two Friday?

Which clubs shall I join?

One of the most exciting things about starting Secondary School are all the wonderful clubs which you will be able to join and take part in. Last year, there were over 91 different clubs!

Why is important to join new clubs when you start Twyford in September?



Will help you make new friends!



You get positives for attending



Try something different and learn a new skill



Helps with your subjects

Below is the Club Timetable from last September. Lots of these clubs will be running when you join. There may even be some new ones! Take a look and choose three clubs that you would like to try:

Wider Learning		Term 1 - Extra -curricular Timetable: Year 7				Wider Learning	
Year 7	Monday	Tuesday	Wednesday	Thursday	Friday		
Before school (from 7:45am)	Clarinet Choir, Ms Templeton, B01 Saxophone Ensemble (Grade 3+), Mr Mckillup, MUS	Cello Ensemble (Grade 4+) Mr Manoras, MUS	Guitar Ensemble, Mr Woodcock, MUS	Flute Choir (Grade 2+), Ms Willis, B02	Double Reed Band, Ms McGonigal, MUS Y7&8 Indoor Athletics, Mr Howard, SH		
Lunch 4a 12:30-1:00pm Friday: 12:45-1:15pm	Junior Choir (Y7 & 8), Mr Yates, Ms McGonigal, Chapel Y7 & 8 Boys Basketball, Mr Gadd, Sports Hall Y7 & 8 Table Tennis, Ms Hannay, Sports Hall Y7 & 8 MFL Film Club (Wk 2), Ms Cesar, A01 Printing Club (Wk 1), Mr Dunne, D13	Y7 & 8 Music Tech Club (Wk 2), Mr Ahira, B01 Band Mentor Session, Student leaders, CM1 Y7 & 8 Dance Club, Ms Hannay, Small Sports Hall Y7 & 8 MFL Film Club (Wk 1), Ms De Luca, A01 Y7 & 8 Horrible Histories (Wk 2) Ms Scott, B21	Junior String Quartet (invite only), Mr Manoras, MUS Y7 & 8 Junior Gospel Choir, Ms Kyeremateng, Chapel Y7 & 8 Music Tech (Wk 1), Mr Ahira, CM1 Y7 & 8 Mixed Badminton, Ms Hannay, Sports Hall Y7 & 8 Lego Robotics, Mr Cant, M9 Junior Eco Team, Ms Serhal, B26 / B16 Y7 Latin Club (Wk 2), Ms Lyon, A01 Printing Club (Wk 2), Mr Dunne, D13 Y7 & 8 Drama Club, Miss Simpson, Dr 1 Graphics Club, Ms Poon / Ms Farhan, D15	Pop Band Mentor Session, Student leaders, CM1 Y7 Music Scholar Sessions (Wk 2), Chapel, Mr Yates / Ms Swadkin Y7 & 8 Volleyball, Mr Sargent, Sports Hall Y7 & 8 Table Tennis, Ms Hannay, Sports Hall KS3 Duolingo Club, Ms Thomas, A05 Y7 & 8 Book Club, Ms Aimable-Lina, B11 Junior Christian Union, Fr George, Elms Basement	Y7 & 8 Keyboard & Guitar Club, Mr Hui, MUS Y7 & 8 Futsal, Mr Gadd & Ms Hannay, Sports Hall Y7 & 8 Horrible Histories (Wk 1) Ms Wade, B27 <i>Friday lunch clubs will run from 12:45-1:15pm</i> <i>Friday afterschool clubs will run from 2:15 up to 4:00pm</i>		
Afterschool 3:20pm – 4:20pm Friday 2:15-4:00pm	Twyford Philharmonia (invite only), Mr Hui, PC Concert Band (Grade 3+) Ms Swadkin, MUS Y7 & 8 Girls Netball, Ms Hawsworth & Ms Shine, Cage Y7 & 8 Boys Rugby, Mr Gadd & Ms Hannay, Field Fencing (*fee), Small Sports Hall Study Club, Ms Grantham, LRC	Y7 & 8 Junior Orchestra, Mr Wong, PC Y7-9 Girls Rugby, Ms Hannay & Mr Carias, Field Y7 Boys Football, Mr Howard & Mr Gadd, Field Y7-13 Chess Club, Mr Palfreyman, A33 (3:25-4:10pm) Team Keane Rowing (*fee), offsite Study Club, Mr Jones, LRC	Twyford Big Band, Mr Bennett, PC Y7 Girls Football, Mr Howard & Mr Gadd, Field KS3 Christmas Show Rehearsals (audition process) Miss Simpson, Drama 1 Study Club, Ms Mehta, LRC	KS3 Christmas Show Rehearsals (audition process) Miss Simpson, Drama 1 Y7-13 Chess Club, Mr Palfreyman, A33 (3:25-4:10pm) Study Club, Ms Appleby, LRC	String Orchestra (Grade 4+), Mr Manoras, Dr 2 (2:15-3:15pm) Steel Pan Project (invite only), Community Room Friday Sports (invite only), PE Team, Sports Hall		

The Clubs I will try in September are:

Club No.1 –

Club No.2 –

Club No.3 –



The Year 7 Passion Project

Now you know lots about Twyford, we would love to know a bit more about you! Over the Summer Holidays you will have the opportunity to complete a Passion Project.

The Passion Project is your chance to tell your new Form Tutor and Tutor Group something about yourself!

This might be:

- An interest you have
- A cause you care about
- Something you love to do
- Information about your family

It can be designed in any way you like. A poster, booklet, model (e.g. an actual family tree!)

BUT you must be able to **bring it with you on your first day in September** (Tuesday 8th September). So, you must be able to carry it or fit it in your school bag!

AND you will also need to be able to **deliver a speech or talk about it for 2 to 3 minutes to the rest of your Tutor Group**. So, choose something you really care about, or feel passionate and confident enough to speak about to others.

Start brainstorming some ideas now! What are you going to do your Passion Project on?



What am I passionate about? Think about your hobbies, subjects, a book you've read!

What causes do I feel strongly about? This may be the environment, equality, helping others.

What would I like my Tutor Group to know about me? My heritage, family, faith?

How are you going to present your project? In a booklet, as a poster or maybe even a model!



Morning Checklist



Before you leave for school every morning, complete the following checks to make sure you have everything:

- Do I have my planner?
- Do I have my Learning Kit?
- Do I have all my exercise books?
- Have I completed all my Lesson Prep?
- Do I need my PE Kit or Languages Dictionary?

Evening Checklist



Every evening before you go to sleep complete the following checks to make sure you have done everything:

- Have I completed all my Lesson Prep for tomorrow?
- Have I put all my equipment back in my Learning Kit?
- Do I need anything extra tomorrow (e.g. PE Kit or Languages Dictionary)?
- Have I packed my school bag ready for tomorrow?
- Have I got my uniform ready, so I know where everything is in the morning?