



LACON
CHILDE
SCHOOL

...more than just a school

Year 6 Transition Guide

June 2020



Name	
Tutor Group	
Tutor	
Head of Year	Mr Wood
Head Teacher	Mr Reynolds

A message from the Head Teacher



Dear New Lacon Children

Welcome to your new school. Over the next 5 years you will be given every chance to be as successful as possible. We will try to make your time at Lacon Childe as wonderful an experience as possible.

Teachers and other students will help you maximise your talents and abilities so that you can become the best you can be.

To make the most of your time at Lacon Childe I ask 3 things of you;

1. **RESPECT** yourself, others and the school by being as good, kind, honest, caring and responsible as you can be.
2. Take every **OPPORTUNITY** that is given to you to take part in all of the amazing activities we provide for you at our fabulous school.
3. Make the right **CHOICES** as you move through our school in terms of your work, behaviour and approach to learning.

We will try to make sure that your time with us is part of a journey through the difficult and challenging world of education which ends with you being 'ready' for life in the wider world. We will make every attempt to create a happy, safe and challenging school for you. All we ask in return is that you do your best.

Daniel Reynolds

A Message from Your Head of Year



Dear Year 7

I hope you are all safe and well? It has been difficult times for all of us and your transition from your primary school to Lacon Childe School has been different to any other year. These are challenging times and I am sure you have been doing your home learning which will keep you mentally active. Some of you might now be back at school but I want you all to have the same opportunity to prepare for your first day in September with us at Lacon Childe School.

I am Mr Wood and I will be your Head of Year. I teach PE at Lacon Childe School and have been a teacher at the school for 13 years. I am sure you will love being part of Lacon Childe School as much as I do. The school offers so many exciting things for you to do, trips, clubs, and fixtures. Be sure to try as many different things as possible.

I will have come across many of you through the sports and festivals that you will have attended at Lacon Childe School. I think it is important that you know a little bit about me. I am an active person who likes to swim, and cycle and I do the occasional triathlon with staff from school. I have two dogs Lily and Lola. I love football and am a Manchester City fan. I really enjoy music and try to go to concerts as often as I can.

This booklet has been put together to give you the opportunity to think about what your new school is going to be like and how you can make the smooth transition into the next phase of your education. There are pages to read and some sections to fill in. Take time to complete your booklet, talk to parents / carers, teachers, brothers, sisters and friends, share your excitement, worries, concerns and questions.

Any other year I would visit you at your primary school and spend some time getting to know you. I have had contact with your school and some great feedback from your teachers, but it is looking increasingly unlikely that I will be able to visit you at school.

If you have any questions please email me and I will reply

Kristien.Wood@laconchildeschool.co.uk

Please try and enjoy your last half term in primary school and work hard with the challenges and work that your teachers set you and enjoy your summer break. I look forward to welcoming you to Lacon Childe School in September.

Mr Wood

My Favourite Memory

Write a recount of your favourite primary school memory. It could be about a school trip, a fun lesson, a visitor or an amazing activity. Explain what happened, when it was and who was there. Don't forget to:

- write about events in chronological order;
- use emotive language to describe your thoughts and feelings;
- include personal or other people's opinions about the event.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

What is Transition?

Transition describes the process of changing from one thing to another. You might have heard the term used in your primary school for transition days from your old class to your new one.

Moving from your primary school to Lacon Childe School is a big transition. Teachers in both schools do their best to prepare you for this step and support you through the change.

You may have experienced friends or family members transition to secondary school and seeing them go through some of the following steps:

- Teachers from secondary school visiting children in their primary school.
- Primary school teachers helping children find out about their new school and how it is different.
- Transition days to the new school to meet tutor groups and experience the new school day.
- Completing a transition booklet with all the information children might need to prepare for the move.

Due to school closures, transition to Lacon Childe school might look a little different this year. It is normal to be worried about missing out on the things you have seen happen for other year groups.

You might not know the details about your transition just yet but the teachers in both your primary school and at Lacon Childe school are still working hard to make sure that everything goes well for you.

Plans will vary from school to school but here are some things that might happen to help with your transition.

- You will have some days at Lacon Childe School that are aimed at helping you to transition into secondary. These might not happen until September, but you will not miss out on the experiences that you need.
- Your current class teacher might start to set activities to help you plan for your move. This booklet will help you to ask and answer questions about the changes.
- You will get information through the post or email from Lacon Childe School with information and activities to help you prepare.
- Your new Head of Year (Mr Wood) will get in touch to introduce himself and talk through what will happen in those first few days.
- You might start at Lacon Childe School on a different day to the other year groups.

This booklet covers some of the things you might be worried about and some activities to help plan for your transition while social distancing.

Feelings about Transition

You probably have lots of feelings about moving from your primary school to Lacon Childe School. Take some time to record them below.

What am I looking forward to?

What am I worried about?

What goals do I have?

Who will be able to help and support me?

How Did Other People Feel?

A lot of your worries are probably similar to those that other children had when they moved to Lacon Childe School. Read some of the comments from current Lacon Childe students below.

I was worried about getting lost, but the school really was not as big as I thought.

I was worried about the new lessons that I had not done before, but I love them now. There are more options for DT and PE.

I was worried about how much work and homework there would be, and that I would not understand it. I did not need to worry; the work was linked to what I already knew so it was not much harder than primary.

I was worried about bullying. In the first week our form tutors talked to us about the bullying policy and who we could talk to if we saw any bullying in school. I felt safe knowing that my teachers were there to speak to if I had any worries.

I was worried about not making friends, but new friends as well as friends from my primary school. There are lots of chances to get to know people.

I was worried about getting to lessons, but there were lots of students willing to help. They are really friendly and pointed us in the right direction.

My Time at School: A Reflection

Name:

My last day at primary school will be:

Which school year was the best? Why?

Who has been your favourite teacher? What makes them the best?

What has been the best thing about being in year 6?

What achievement are you most proud of?

Which school trip is your favourite of all time? Why was it so good?

Which topic that you've studied in primary school would you love to learn more about?

Rate the fun you had in each school year:

Reception



Year 1



Year 2



Year 3



Year 4



Year 5



Year 6



What tip would you give to someone just starting in year 6?

Write your funniest memory of your time at primary school.

What will you miss most about being in primary school?

How is Secondary School Different?

At primary school your teacher did most of the organising for you, making sure you got to assemblies and lessons on time and ensuring you had the equipment you needed for the tasks they set. At Lacon Childe School, all of this will be your responsibility. Do not worry, you will get the hang of things very quickly.

How will I know where to go and when?

There are bells at Lacon Childe School that signal the start of the day and they will sound at the end of break and lunch time. At the end of lessons teachers will let you know when you need to make your way to next lesson. You will be given a timetable that tells you where you need to be in each period, It will also tell you which teacher you have for that lesson and which room it takes place in.

	Reg	1	2	3	4	5	Room Number
IM	Tu NT R12	En EH R8	It NT R12	Hi CR/R28	Ps NT R12	Fr MS/R2	
IT	Tu NT R12	Ma NW R4	Dr AS R27	Pa KW HAL	En EH R8	Sc PH R19	
1W	Tu NT R12	Sc NTIR26	Hi CR/R28	Ge JST R30	Ma NW R4	En EH R8	
1Th	Tu NT R12	Pa DR HAL	En EH R8	Tx RB R25	Tx RB R25	Sc OR R20	
1F	Tu NT R12	Ma NW R4	Re ESCR31	Fr MS/R2	Mu BC R15	Ar DB/R14	

Teacher

Subject

If this was your timetable:

What days do you need your PE Kit?

Which two teachers teach PE (Initials)?

What room does English (En) take place in?

What Subject do you think Ma is?

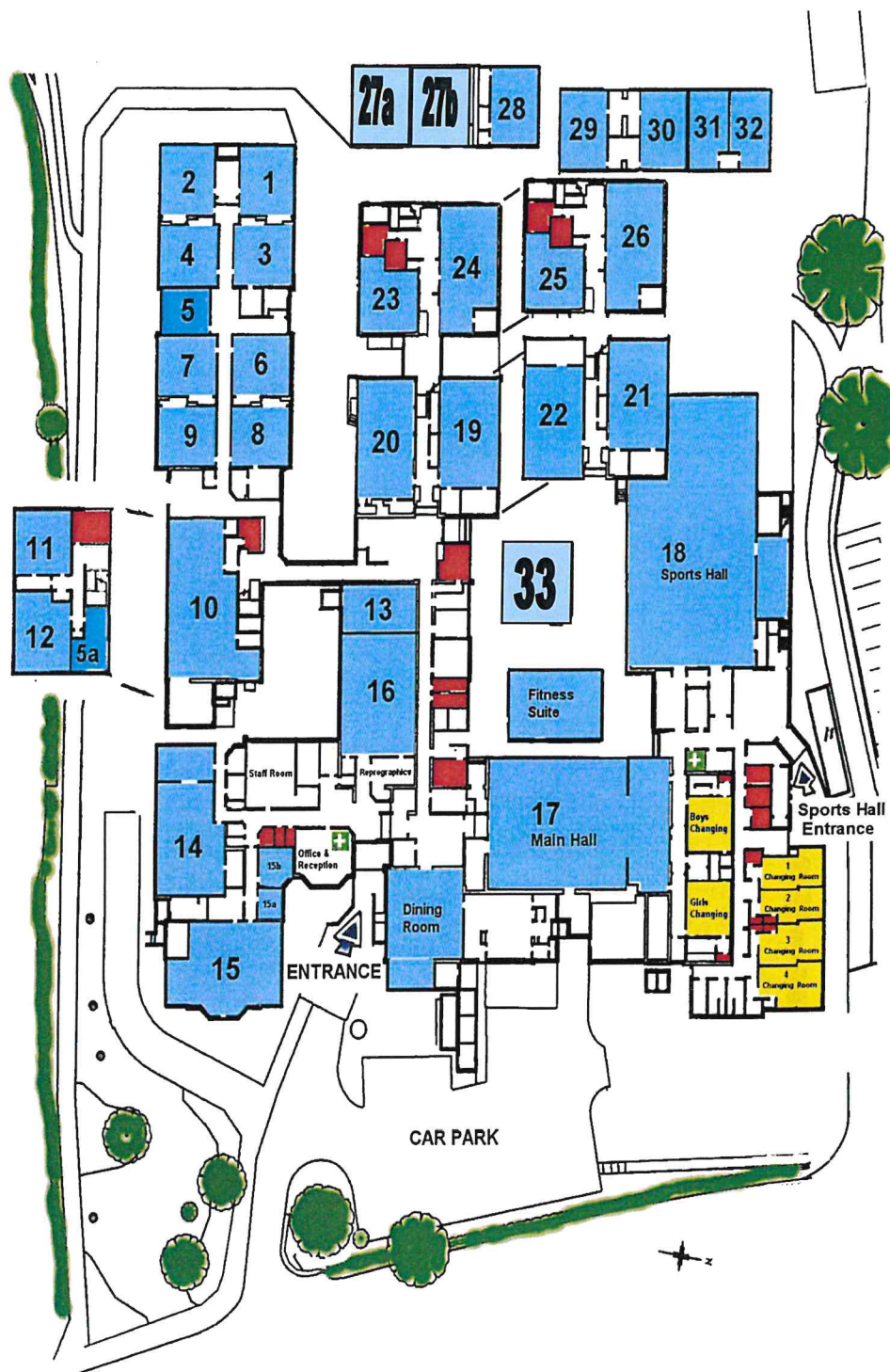
What lessons would you have on a Friday?

Tx is a double lesson, what do you think Tx is?

How many different lessons do you have in a week?

The thick lines are break and lunch, how many lessons do you have after lunch?

Finding Your Way Around



- Changing Rooms
- Toilets
- Classrooms

A Typical Day

Registration	08:50 - 09:10
Lesson 1	09:10 - 10:10
Lesson 2	10:10 - 11:10
Break	11:10 - 11:30
Lesson 3	11:30 - 12:30
Lesson 4	12:30 - 13:30
Lunch	13:30 - 14:15
Lesson 5	14:15 - 15:15

School buses leave the bus park at 15:25
School mini Buses leave the front car park at 15:25

On your first day in September you will be given your timetable, which will be stuck into your logbook.

The timetable will tell you what lessons you have, which room to go to for the lesson and the teacher who will be teaching you.

Lunch is later at Lacon Childe School than at your primary school. You might want to bring or buy a snack to eat at break time.

We have a two-week timetable, so you will need to pay attention to your timetable and be organised.

You will be given your logbook in September, this is used to record all your homework and help with communication between home and school.
This will need to be signed each week.

You **MUST** bring your logbook to school every day and look after it.

You will be given your conduct card on your first day, this must stay with you at all times.

A Formal Introduction

Write a formal letter to introduce yourself to your new high school form tutor. Plan out your letter and write it up neatly to make the best first impression. Don't forget to:

- organise your points into detailed paragraphs;
- use formal sentence starters, such as 'I would like to express....'

Recipient address:

Your address:

Today's date:

Greeting: Dear _____

Introduction: Briefly explain why you are writing.

Give details about yourself and your family.

Discuss your interests and hobbies, providing detailed examples.

Explain what you are like as a student, giving examples of previous experiences.

Conclusion: Repeat your reasons for writing and say what you hope will happen next.

Close the letter:

Yours faithfully,

Handwriting practice lines for a student. The page contains 20 horizontal lines for writing. In the bottom right corner, there is a line drawing of a girl sitting at a desk, writing on a notepad with a pen.

What do I need in my pencil case?

Black Pens (Most work is done in black ink)

Purple Pen (Used for peer assessment & check and change)

Pencils

Ruler

Eraser

Pencil Sharpener

Colouring Pencils

Protractor

Maths Compass

Calculator



Other Essential Items

Log Book

Books for the day

Apron (D&T Lessons)

Refillable water bottle

PE Kit

Packed Lunch / Money for meal account

Girls School Uniform

School blazer	Maroon with the school badge on the pocket *
Shirt	<p>White shirt suitable for wearing with a tie, buttoned to the neck with enough material remaining to be tucked in at the waist.</p> <p>The collar should be large enough to be buttoned-up comfortably.</p>
Tie	A school tie neatly knotted and to reach close to the waist *
Skirt/Trousers	<p>Plain black skirt which MUST be knee length. ONLY regulation David Luke skirt styles are allowed and are available from The School Shop in 3 different lengths*</p> <p>Lyrca, skinny fit skirts are strictly prohibited</p> <p>Plain black school trousers in boot cut or tapered style only. Skinny fit trousers and cropped trousers are not allowed. If a belt is required, it should be plain in style and no buttons or zips visible.</p> <p>No other style or colour including denim or combat is allowed.</p>
Pullover	Maroon 'v' neck pullover (not cardigan) (optional)
Footwear	<p>Plain black socks</p> <p>Plain black thick tights</p> <p>Practical, plain, dark brown or black weatherproof shoes (boots, canvas shoes and trainers are not allowed).</p>

**** Only available from The School Shop,
30 Worcester Street, Kidderminster, DY10 1EQ
01562 823763***

PE Kit



GIRLS

Maroon/white polo shirt embroidered with Lacon Childe School crest and child's initials *

Black $\frac{3}{4}$ length leggings embroidered with Lacon Childe School crest*

Black hoodie (embroidered with child's initials and logo as above) *

Maroon with white top socks *

Trainers / Shin pads / Gum shields (Recommended)

Boys

Maroon/white polo shirt embroidered with Lacon Childe School crest and child's initials *

Reversible rugby shirt in school colours *

Pair of black shorts embroidered with Lacon Childe School crest *

Maroon with white top socks *

Football boots / Trainers / Shin pads / Gum shield (Recommended)

Black or navy tracksuit bottoms (not compulsory) but very useful in winter

Black hoodie (embroidered with child's initials and logo as above) *
(not compulsory)

**** Only available from The School Shop,
30 Worcester Street, Kidderminster, DY10 1EQ
01562 823763***

Boys School Uniform

School blazer	Maroon with the school badge on the pocket *
Shirt	White shirt suitable for wearing with a tie, buttoned to the neck with enough material remaining to be tucked in at the waist. The collar should be large enough to be buttoned-up comfortably.
Tie	A school tie neatly knotted and to reach close to the waist *
Trousers/Shorts	Plain black school trousers Skinny fit trousers and cropped trousers are not allowed. If a belt is required, it should be plain in style and no buttons or zips visible. No other style or colour including denim or combat are allowed. Tailored Shorts can be worn in the summer term.
Pullover	Maroon 'V' neck pullover (not cardigan) (optional)*
Footwear	Plain black socks. Practical, plain, dark brown or black weatherproof shoes. Boots, canvas shoes and trainers are not allowed.

**** Only available from The School Shop,
30 Worcester Street, Kidderminster, DY10 1EQ
01562 823763***



Code of Conduct

It is everyone's responsibility to contribute to our quality of life in school.

It is important that we:

- ★ Listen carefully, try to understand, and respect the views of other people
- ★ Treat each other in a way we would wish to be treated
- ★ Speak to each other politely
- ★ Take a pride in our uniform and appearance
- ★ Produce the best possible standard of work
- ★ Welcome visitors to the school and classroom quietly, helpfully and politely
- ★ Greet each other in an appropriate manner
- ★ Take care of the school buildings, grounds and equipment
- ★ Put all litter in the litter bins
- ★ Eat only in designated areas (Dining Room and Sandwich Room)
- ★ Move around the school in a quiet and orderly manner, this will mean waiting your turn, holding doors open for others and keeping to the left hand side of the corridor and staircases
- ★ Keep to the school uniform regulations
- ★ Only leave school during school hours with permission and after signing out at the office
- ★ Do not bring expensive items into school
- ★ Chewing gum is not allowed in school
- ★ Bring a note from home when returning from absence
- ★ Notes will be required if you are unable to participate in PE
- ★ Arrive at lessons punctually and fully equipped
- ★ Register at the School Office if arriving late to school
- ★ Label your property
- ★ Hand mobile phones into the School Office on arrival at school, and collect at the end of the school day
- ★ Phones that are not handed in will be confiscated and will need to be collected from the school office by parents / carers.

What should I take with me?

Always try to prepare your bag the evening before as you are more likely to forget things if you are rushing around.

In any one day you will need to take:

- Any books that you need for the day's lessons, check your timetable and be sure you know if it is week 1 or week 2. Check you have completed any homework that is due.
- Your Log Book.
- A reading book
- Your pencil case
- It is not always easy to get water during the school day, so take a water bottle. There are water machines to refill your bottle. Check that your bottle does not leak and keep it upright or in a plastic bag to protect your books.
- A packed lunch if you are not using the canteen
- Your bus pass if you need one
- Your PE kit including trainers if you have PE that day



Your bag must always remain with you

Complete the list below of things you need to get ready for school



QUIZ

What do you already know?

If you do not know an answer how will you find out?

- 1) What time does the school day start?
- 2) What time does the school day end?
- 3) What is room 18?
- 4) What do you use your purple pen for?
- 5) What date does the Christmas holiday begin this year?
- 6) The school has four houses, what are they?
- 7) What is the name of the Head Teacher?
- 8) When do the bells ring at Lacon Childe School?
- 9) What is on the pocket of the blazer?
- 10) What colour is the PE polo shirt?

10/10

You have 3 questions..... What else would you like to know?

- 1) _____

- 2) _____

- 3) _____

Travelling to Lacon Childe School

Depending on where you live will determine how you get to Lacon Childe School. Some will walk, some will come in a car, some will get the school bus and others will travel on a minibus. The first time you do a journey on your own it can be a little scary, so it is a good idea to practise your route before your first day. Even if you are using a bus, practise getting to your pickup point.

If you are dropped off by car or use the big buses you need to enter school through the double gates on the back carpark (by the sports centre) If you come on a school minibus these will drop you in the front carpark and you enter school between rooms 9 and 10 (see map) If you walk to school you enter through the small gate on the alley at the side of the school and enter the building between rooms 9 and 10 (see map)

Lunch at Lacon Childe School

Lunch time at Lacon Childe School will be very different to your primary school. Lunch time is only 45 minutes. You can bring a packed lunch if you prefer or the canteen will be available to you. Sandwiches eat their packed lunch in the school hall. If you have a dinner you will eat in the dining room. Lacon Childe School has a cashless system which means money can be loaded onto the system online and you will then be able to purchase food and drink from the canteen.

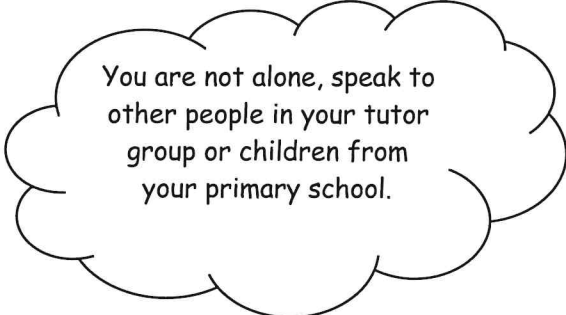
The canteen is also open at break time so you can purchase food and drink at break.

If you forget your packed lunch or run out of money do not panic speak to staff in the School Office or Mr Wood and they will ensure that you get some lunch. Do not worry, we are here to help.

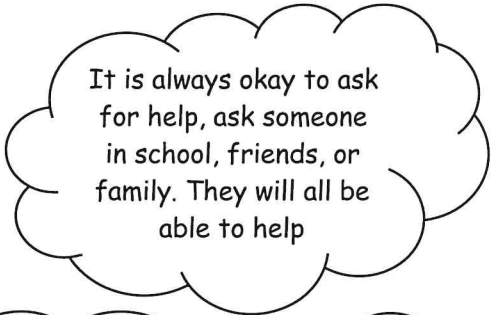
Managing Change

You have probably already managed lots of change in your life. Have you ever moved to a new house? Have there been any changes to your family unit, maybe a new brother or sister? Can you remember how you felt when you started primary school? How do you manage the change between a school term and the holidays? How did you manage change during the lockdown?

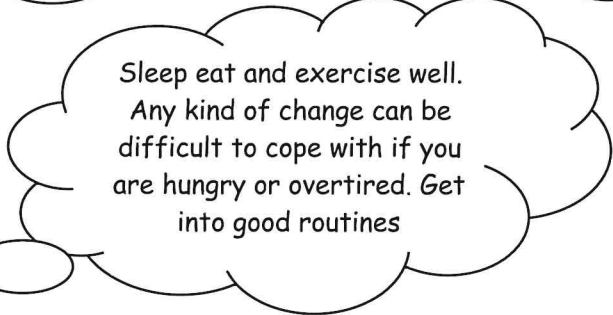
Write down any changes you have already managed below. You might find your parent or carers can help you think of some you have forgotten.



You are not alone, speak to other people in your tutor group or children from your primary school.



It is always okay to ask for help, ask someone in school, friends, or family. They will all be able to help



Sleep eat and exercise well. Any kind of change can be difficult to cope with if you are hungry or overtired. Get into good routines

Be Prepared

You will be faced with lots of new situations and these can seem daunting. Thinking about what you might do beforehand can make you feel more prepared to deal with them if these situations arise. Talk through the following situations and write down what you will do if they arise.

What will you do if.....

You miss the bus?

You feel unwell? (in school or at home)

You lose your lunch money or find you have no money on school account?

You forget your PE kit or homework?

You get lost?

TOP TIPS



Remember that everyone in your year is going through the same thing as you, you're not alone.

Don't be afraid to ask for help.

It's not that different to primary, once you get used to having different teachers.

Get the bus to school a few times before your first day. It will be one less thing to worry about.

Make sure you pack everything you need the night before so you're not rushing in the morning.



Try not to lose your timetable. Take a photo of it so you have a backup on your phone and give your parents a copy to stick up at home too.

Never underestimate the value of a routine – it helps to have set times of the week when you get your homework done.



Stay in touch with your primary school friends.

Year 7 is so much better than primary. After the first few days, you don't worry anymore as it will feel like you've always been there.



Developing Friendships

Starting at Lacon Childe School will bring lots of new opportunities, the chance to make new friends is great but can also be overwhelming. So how do you get to know new people and build new friendships?

Meeting new people:

You will have a tutor group that you will see at least once a day. You will be together for your five years at Lacon Childe School. Your tutor will help you to get to know everyone in your form.

You will be sitting and working with different people in different subjects. This will give you lots of opportunities to meet new people.

Joining a club or after school activity will help you to meet people that have the same interests as you.

What are your interests?

Starting a conversation:

Smile.

Ask questions to find out what you have in common.

Listen to what other people are saying to you.

Most of all, remember to be yourself.

Keeping in touch with old friends:

It is okay to spend time with new people, it does not mean you like your other friends less.

Arrange to meet friends in different classes at break or lunchtime, or travel to school together.

Top Tips for Surviving Secondary School!




Be prepared!

Look at your timetable and make sure you know where to go and when.



Be organised!

Make sure you have the right books and equipment with you for each lesson.



Be enthusiastic!

Teachers won't expect you to get every answer right, but they will be impressed if you try your best and 'have a go' at learning new things.



Be resilient!

Sometimes things won't go your way - they will be difficult or unfair or embarrassing. This is normal and happens to everyone, so don't worry. Just say to yourself, 'tomorrow's another day'...




Be brave!

It might seem hard to make new friends, but everyone is feeling the same way. Say hello!

If someone else seems to be having a hard time, try to help. This is a good way to make friends and hopefully they will return the favour.



Be kind!



Be yourself!

Believe in yourself! You can do it!

If you do something wrong or forget something, it's much better to own up straight away.



Be honest!

Transition Scenarios

Use these prompt cards for circle time, small group work or discussion time to support young people making the transition to a different form group, year group or phase of education.

Imagine you are moving into a new form group.

What do you think it will be like?

What will be the same? What will be different?

What questions could you ask?

How will you feel?

Who could you ask for help?

Imagine you are moving into a new year group.

What do you think it will be like?

What will be the same? What will be different?

What questions could you ask?

How will you feel?

Who could you ask for help?

Imagine you are moving into a new English class.

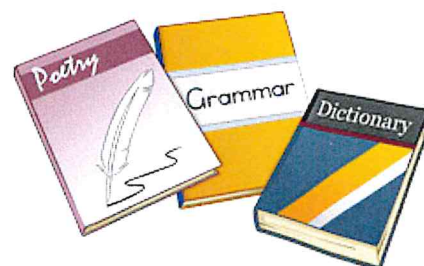
What do you think it will be like?

What will be the same? What will be different?

What questions could you ask?

How will you feel?

Who could you ask for help?



Transition Scenarios

You have been given a piece of homework that you don't understand how to complete.

What could you do?

Who could you ask?

What might happen if you didn't ask for help?

You have lost your locker key and need to get your P.E. kit out of your locker, ready for the next lesson.

What could you do?

Who could you ask?

Where would be a safe place to keep your locker key?

This year, you are going to have school dinners at lunchtime. You are not sure what to do at lunchtime.

How might you feel?

Tell me about what might happen at lunch. What could you do?

Who could you ask for help?

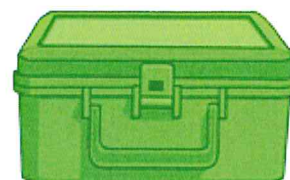
Transition Scenarios

**This year, you are going to have sandwiches at lunchtime.
You are not sure what to do at lunchtime.**

How might you feel?

Tell me about what might happen at lunch. What could you do?

Who could you ask for help?



**In maths you realise you have packed the wrong school book
and have your science book instead.**

How might you feel?

Tell me about what might happen. What could you do?

Who could you ask for help? What might you say to your teacher?

What might help you remember for next time?

**It's your food technology lesson and you
have forgotten your ingredients.**

How might you feel? What might you say?

Tell me about what might happen. What could you do?

Who could you ask for help?

What might help you remember for next time?

Transition Scenarios

It's your P.E. lesson and you have forgotten your P.E. kit.

How might you feel?

Tell me about what might happen. What could you do?

Who could you ask for help?

What might help you remember for next time?



You have forgotten to bring in your history homework, although you have completed it and spent a long time completing it at home.

How might you feel?

Tell me about what might happen. What could you do?

Who could you ask for help?

What might help you remember for next time?

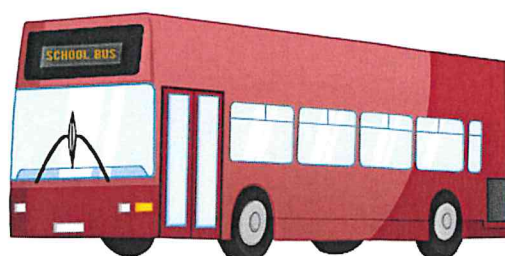
You are late to school in the morning because the bus didn't turn up on time.

How might you feel? What happens when you are late?

What could you do?

What might you say?

Who could help you?



Transition Scenarios

Imagine you are moving to a new school and you don't know anyone in your new year group yet as they all come from different schools. You feel lonely and shy.

What could you do?

What will be the same? What will be different?

What questions could you ask?

How will you feel?

How could you start a conversation with someone you don't know?

At home when you are packing your school bag, you keep getting confused and getting your books mixed up.

How might you feel?

What could you do in this situation?

Who could you ask for help?



This year, you will be catching the bus home. You find the bus stop but the older students keep pushing in front of you in the queue.

Where will you wait for the bus?

How might you feel?

What could you do in this situation?

Who could you ask for help?

Transition Scenarios

You have been given a new timetable but you can't understand the timetable. There are new subjects and it's confusing.

What lessons do you have each day?

How might you feel?

What could you do in this situation?

Who could you ask for help? Who could explain things?

You have been given four pieces of homework to do and you are feeling very worried about getting them all completed on time.

How might you feel?

What could you do in this situation?

Who could you ask for help? Who could explain things?

Are there any homework clubs in school?

You are following your new timetable but keep getting lost moving from lesson to lesson. Everyone else is now in class, ready for their lesson.

How might you feel? Have you ever been lost before?

What could you do in this situation?

Who could you ask for help?

