Getting ready to transfer from Regents Park Community Primary School to Secondary School

Name: _____

Primary School: _____

Secondary School: _____

My New School
Draw a picture of your new school

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_____

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 highlighters, highlight the phrases that you are looking forward to in one colour; use a different colour for those you are worried about.

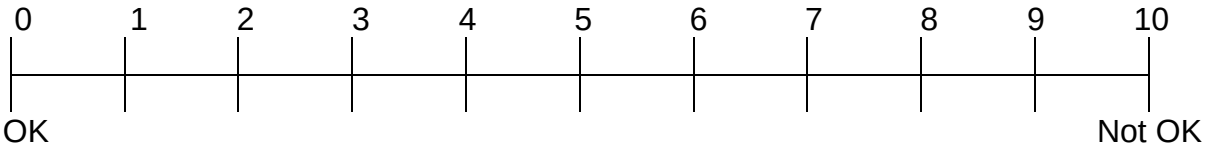
Making new friends	Learning a new timetable
Dinner time	Taking a shower
Having a different uniform	Being on time
Finding way around	Break times
Getting to school	Learning new subjects
Meeting others my own age	Joining clubs
Being with friends	School rules
Homework	Meeting my new tutor
Meeting my new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

What other worries do you have? What are you looking forward to?

Worries	Happy

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? _____

_____

Secondary School question sheet

Secondary School: _____

Address of School: _____

Telephone Number: _____

Questions about how the School works	Best way to find out	Answer
What time does School start/ finish?		
What times are break-times and lunch time?		
What sort of food is sold? How much do things cost?		
Where do students go at lunch time?		
What snacks can you buy?		
How much homework do you get?		
What happens if it isn't done?		
Where can I do my homework in my free time?		
What happens if I get into trouble? What are the punishments?		
Who's the best person to talk to if I am having problems?		
How am I rewarded for my work?		

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 who will be gong to the same college I can walk with?		
How long will it take to get there?		
What time will I have to get up?		
Is this better or worse than now?		

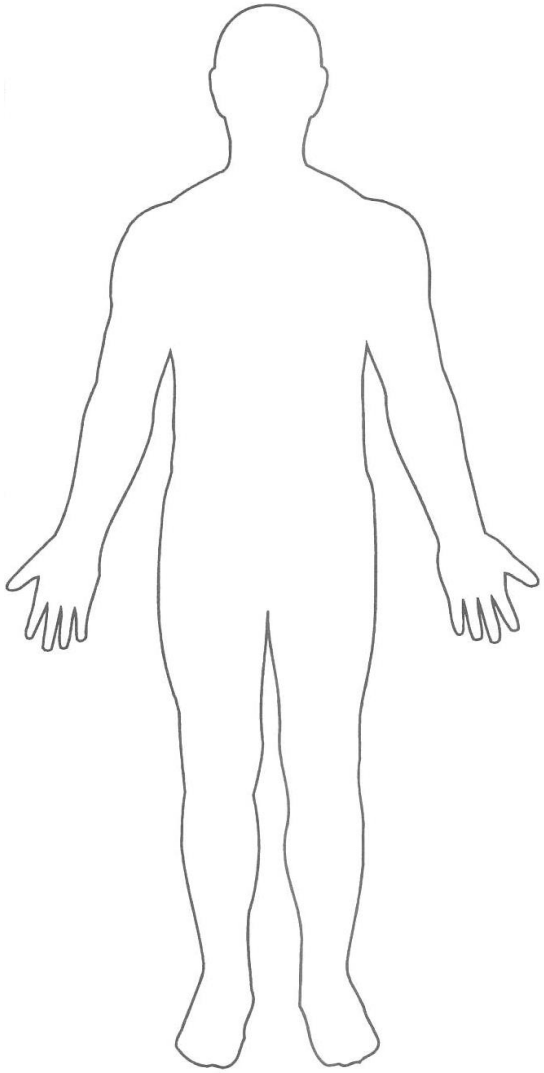
Questions about School Uniform and equipment	Best way to find out	Answer
What do people wear to School?		
Where can I buy it?		
What sports kit will I need?		
Do I need my own pens and pencils?		
What kind of bag will I take my School equipment in?		
Is there any other equipment that I need?		

Questions about Who's Who	Best way to find out	Answer
Name of your form tutor		
Name of your Head of Year		
Name of the Head Teacher		
Name of the Deputy Head		
Who else do you need to know? What do they do and when will you see them?		

Questions about the timetable and learning opportunities in School	Best way to find out	Answer
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 happens if I find the work hard?		
Is there support in lessons?		
Does it offer anything after school?		
What other activities are offered?		
Which could I join?		

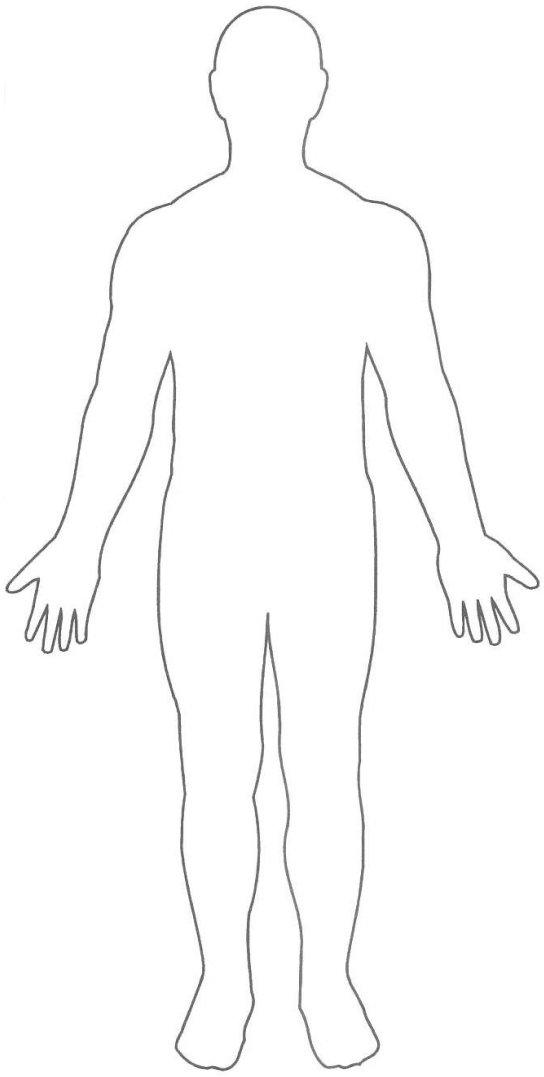
Any other questions I have	Best way to find out	Answer
1.		
2.		
3.		
4.		
5.		

My school uniform



Find a picture of the school uniform you will be wearing and draw it. You can look in the school brochure, or print one off the website.

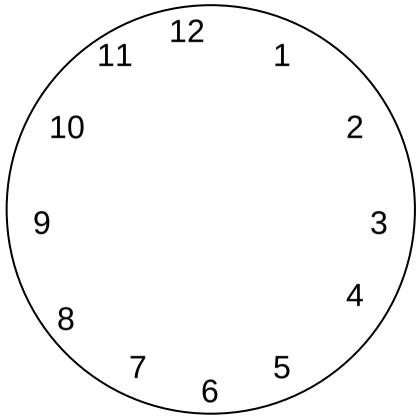
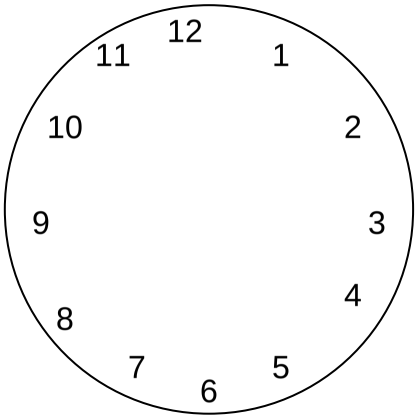
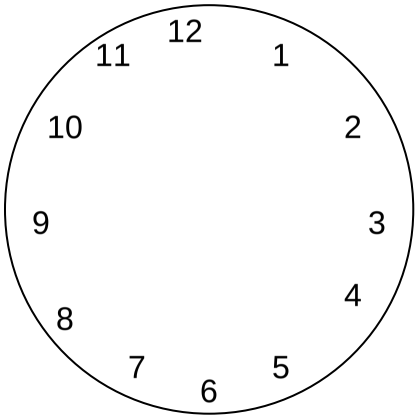
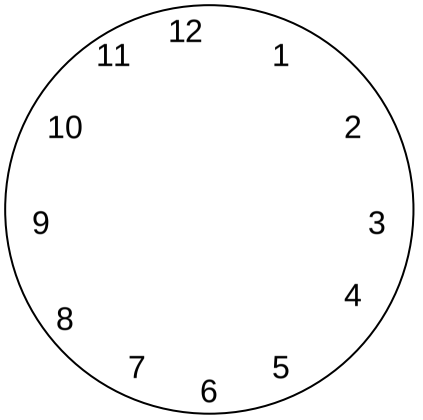
My P.E. kit



And again for the P.E. kit.

School times

Organisation at school

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

Coping in Secondary School

Think about how you are expected to behave in School and the reasons for this.

Fill in the chart below. If you cannot think of some reasons there are some suggestions below.

School expectations	**Positive results if I do the things in column 1**	**Negative results if I do not do the things in column 1**
Attend classes		
Work hard		
Produce work on time		
Co-operate with others		
Get a good qualification and a good recommendation from School		

These are some positive and negative statements to help you.

People will think I am productive. Other students may ask for my help.	
	Tutors and family will be concerned that I am not achieving my full potential.
People will think I am conscientious, I will feel satisfied with my studies.	
	Tutors will be concerned if I disrupt the group and stop other students from working. People who disrupt other students' work are often asked to leave the school.
I am likely to get an interesting and rewarding job. I will feel happy.	
	Tutors and family will worry about me. Tutors will not be able to their job of teaching and helping me.
People will think I am reliable. I will feel good.	
	I am unlikely to get a good qualification and so will have less employment choices available to me. I may not earn enough money to pursue my interests.
People will think I am good to work with.	
	Tutors and family will worry about me. They may feel I am not taking full responsibility for my work, and not asking for help when it is needed.

Morning routine

Before leaving for School there are a lot of things to think about, starting from the night before.

Things to think about in the morning. Put them in the right order.

- Get dressed
- Check you have the correct equipment in your bag
- Check your timetable
- Wash
- Check you have got your homework
- Clean your teeth
- Say “Goodbye”
- Check you have the correct money
- Wake up
- Eat your breakfast
- Leave for School

Any others?

- _____
- _____

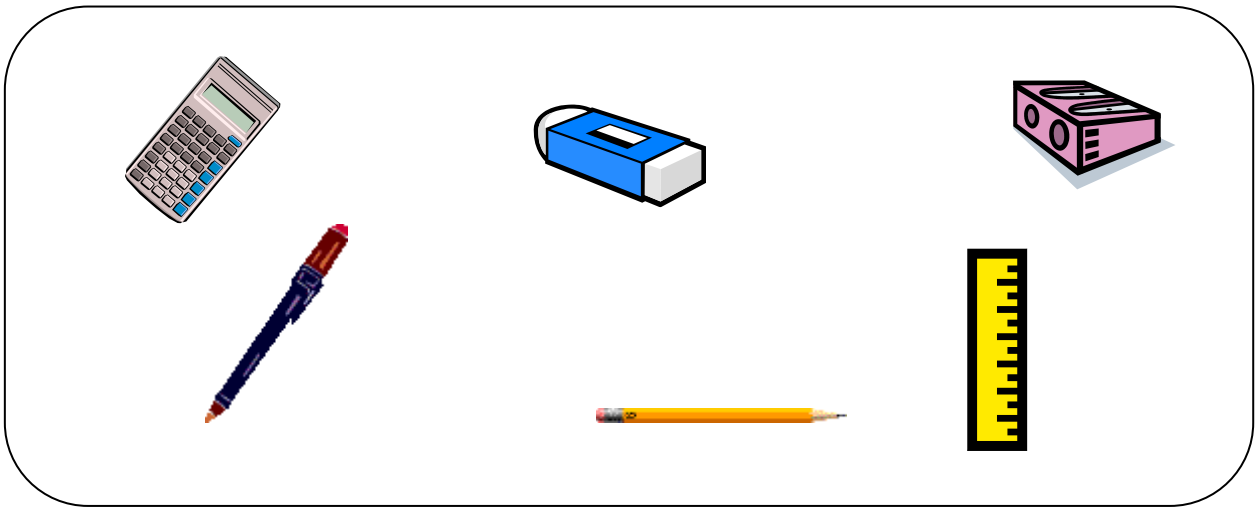
Plan your morning routine with approximate times.

Time	What to do

School equipment

Things I need to bring every day

Every day you will need your writing equipment. Circle the equipment you need in your pencil case. Draw in anything else you need.



Some days you will need extra equipment. This will depend on the lessons you have that day. Look at your timetable and work out the additional equipment you need each day.

Day	Things I will need to bring
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

Getting to know you

My favourite place is……

My favourite food is……..…..

My interests are…….……

I don't like……

I like to listen to …….

My favourite band/music is……...

My favourite sport is……..

My favourite programme is……..

My favourite colour is…….....

I like to wear ……

I would most like to be……...

I am looking forward to ……..

I am most relaxed when…….

I worry about…….....

I am happiest when……

Friendship skills

Vocabulary practice

Choose the right word to match the definitions.

advocate	disagree	trust	respect	empathy	confidential
compliment	advice	command	secret	support	apologise

1. _____ an opinion or recommendation you make about what someone should do
2. _____ to say you're sorry for something you said or did
3. _____ private or secret
4. _____ someone who defends and supports you
5. _____ to have a different opinion from someone
6. _____ to say something nice about someone
7. _____ information that's not meant to be shared with others
8. _____ to stand behind or encourage others
9. _____ understanding what someone feels
10. _____ to rely or have confidence in someone
11. _____ to hold someone in high esteem
12. _____ a direct order to do something

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.

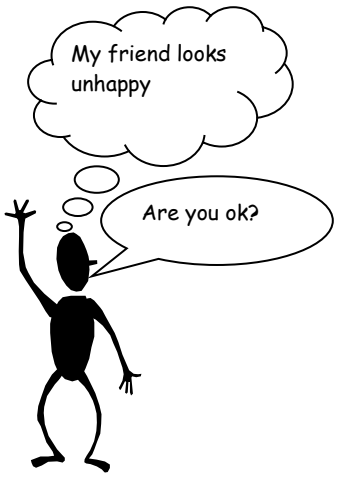
- **Compliment**. Everyone likes to receive a compliment. Compliment your friend on a new hairstyle, a great score on a test, a smooth football move. Be specific and keep it simple. Choose the right moment to give the compliment.

- **Respect privacy.** Sharing secrets is a fun part of a friendship. It's hard to regain your friend's trust if you tell secrets 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?
Activity; How do I want my friends to treat me?



Asking for help

Sometimes at school things may be difficult or may go wrong. These things could be small:

- not knowing what the homework is
- not being able to find your way around

Or could be bigger:

- getting into trouble
- finding the work hard.

There are many people who could help you, but they won't know that you need help unless you tell them.

Friends Ask friends or other students if you don't know where to go. You can ask them what the homework was if you are not certain. They can also help to work out new situations like going to the cafeteria.

Teachers Ask your teachers if you don't know what to do in class or for homework. They will also be able to help you if you have forgotten something or don't know where to go.

People at home People at home will be able to help you plan and organise your equipment and homework. They will want to know if you have any problems. They will be able to help you work out the best person to ask if you have problems with work or may try and contact someone in school and ask them to help you.

Try and work out whom you would approach in these situations:

- You don't know where your next lesson is.
- You cannot read your homework notes.
- You have got into trouble for forgetting your course book several times.
- In the lesson you did not understand what the teacher wanted you to do.
- You have not got a pencil which is needed to complete your work.

REMEMBER TO ASK FOR HELP!

Settling into Secondary School

(and how to solve the problems you might face)

Sometimes something can happen at school that makes you upset or anxious. A lot of people feel like this especially when they are starting somewhere new.

- **Keep calm.** Tell yourself, "I can solve this problem if I stay calm."

- **Decide what the problem is.**
  - Are you frustrated because you could not do something you wanted?
  - Are you upset because someone did something to you?
  - Are you worried because something has gone wrong?

- **Think about possible solutions.**

- **Think about the consequences.** What will happen if you try different solutions?

- **Pick the best solution.**

Think about what you would do in each of these situations in school.

1. You haven't done your homework.
2. You have forgotten your student planner.
3. You are in a crowd going upstairs and you think someone pushed you.
4. You think you are lost.
5. You see someone being bullied.
6. You find someone crying in the corridor.
7. You've lost your purse/ wallet.
8. You see someone stealing money from someone's bag.
9. You find someone's purse.
10. You've ripped your trousers/ skirt.