

My Transition to Secondary School

Preparation Activity Folder



Name: _____

Primary School: _____

Secondary School: _____

Dear adult,

This transition folder has been created to support children who may be feeling anxious about moving to their Secondary School. This can be a particularly challenging time for all children, but particularly those with conditions such as ASD, for whom changes to routine can be very tricky.

It is designed to be started, in school, during Terms 5 and 6, to start preparing the children for their transition. It would typically be delivered to a small group, or 1:1 with an adult. Therefore, we feel that much of the content is still relevant and can be started at home, with the support of an adult.

The resource is aimed at children who are transitioning to a mainstream Secondary School, or mainstream with a Specialist Resource Provision. Many of the resources will still be relevant for children transitioning to Special Schools, but these may need to be adapted, in consultation with the school (e.g. will the children be moving around the school to different lessons or will they have a TA supporting them and helping them or their class move around the school?).

Regardless of the Secondary School, this resource has been created as a starting point; the adult supporting the child will still need to adapt the resources to make it personally relevant to the child and their individual needs and abilities. For some children, the adult may need to reduce the amount or level of language used. Some pages could be skipped altogether, if they are not relevant for the child, or are not possible to complete due to the Coronavirus outbreak.

Included is an opportunity for a planned visit to the Secondary School; this may or may not be possible, depending on Coronavirus. It is hoped that this would be an additional visit to any planned open days for the entire cohort, where the child could have the opportunity to ask some questions and, with the agreement of the school, take some photos.

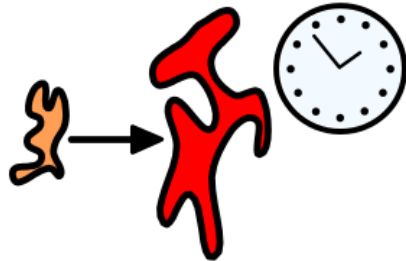
Where possible, writing activities have been kept to minimum, as it is more important that children are able to engage with the process. Where writing is required, adults are encouraged to scribe for the children or let them record their answers electronically. It is important that the focus of this work is on transition and not perceived as writing, or hard work.

Additionally, you may like to look at some videos at the following link:

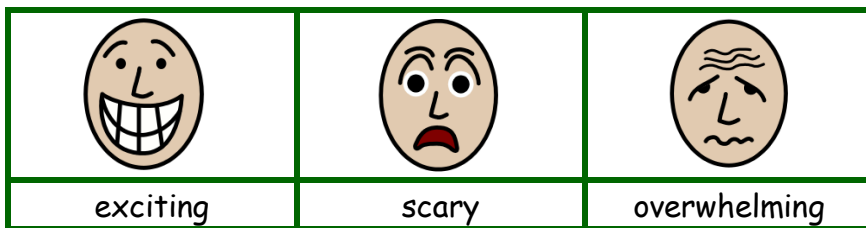
<https://www.bbc.co.uk/newsround/34121191>

Secondary school is a big step up, and it is important that we start to support our children with this transition as early as possible.

Soon, I will be moving to Secondary School.



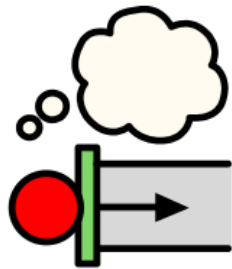
This can be an exciting time, but it can also be little scary and overwhelming.



There will be many new things to get used to.



This activity folder can help me feel ready for this change.



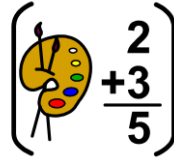
Date Folder Started:	
Date Folder Completed:	

This is a photo of me, now, in Year 6:



New Subjects

There will be many new opportunities at Secondary School.



My timetable will be different.

Some subjects will be the same as those I am used to; some will be new to me.

One of the main changes will be the fact that different lessons happen in different places.

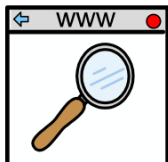


Reflection Task:

What are your favourite subjects at the moment?		
What are you looking forward to trying, in your new school?		
Are there any subjects you'd like to know more about?		

On the next page is a list of subjects you may be studying in your first year of Secondary School:









TASK:



Can you work with your adult to write a short summary of each subject?

(If you are not sure what any of the subjects are, you can look them up on the Internet!)

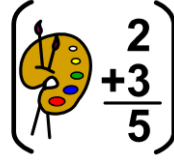
English	(ABC)	
Maths	($2+3=5$) 	
Science	()	
Geography	()	
History	()	
PE	()	

MFL		
DT		
Art and Design		
Music		
Citizenship		
Computing		
RE		
Home Economics		

New Subjects

TASK:

Now, stick the subjects in your order of preference, below.



Use the sheet on the next page to find symbols you can cut and stick.

Start with the subject you are most looking forward to.

TOP TIP: You may want to do this on bigger paper and stick a photo of it into your folder.





English (ABC)	Maths ($2+3=5$) 	Science 	Geography
History 	PE 	MFL 	DT
Art & Design 	Music 	Citizenship 	Computing
RE 	Home Economics 		

School Equipment



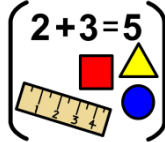

When you move to Secondary School, you will need to bring the 'tools' you need with you to each class.



You may need special equipment for certain lessons.

TASK: Match the equipment to the subject you think you might need it for.

Scientific calculator	
Language dictionary	
Thesaurus	
Set Square	
Apron	
Bag of ingredients	

English	
Home Economics	
Maths	
MFL	



TASK:

Can you think of items you will need to take to Secondary School every day? Draw or list them around the school bag below.



You can use the symbols on the next page to cut and stick around the bag if this is helpful. You may need to blow this sheet up to A3.



Make sure you buy a bag which is comfortable to carry...



mobile phone



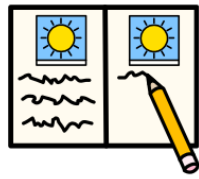
laptop



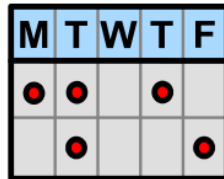
homework



pencil case



planner



timetable



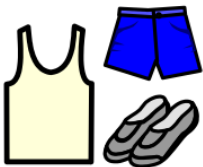
water bottle



lunch box



dinner money



PE kit



swimming kit



musical
instrument



cooking
ingredients



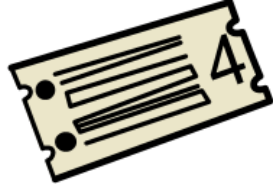
door keys



locker key



bus pass



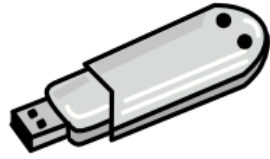
train pass



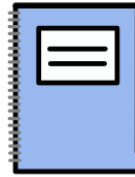
apron



calculator



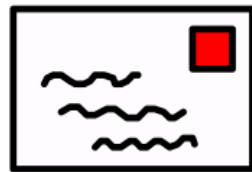
USB stick



text book



medicine



letters



tissues



hand sanitizer



headphones

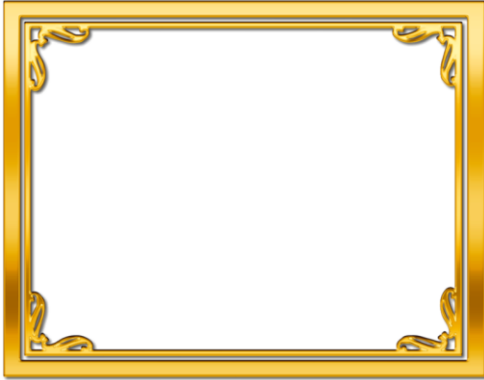


glasses

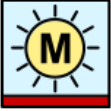

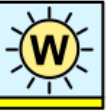
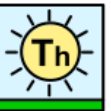
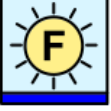


TOP TIP: This is a lot of stuff! It's a good idea to get everything ready the night before. You can use a memory board to help you make a list of important things you must not forget.

TASK: Daily Memory board:



TASK: Weekly Memory Board:

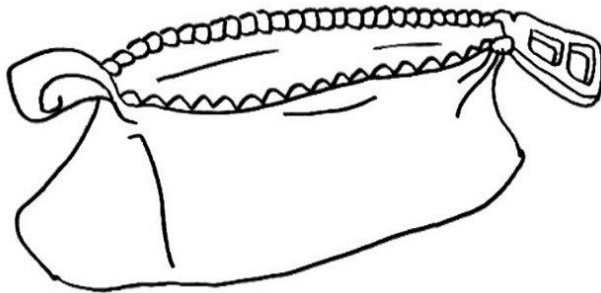
Day	This week's learning: <small>[Grab your reader's attention]</small>
Monday 	
Tuesday 	
Wednesday 	
Thursday 	
Friday 	

School Equipment

TASK:

Which items will I need in my school pencil case?

Draw or stick all the items you think you will need:

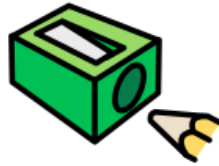




X2 writing pens



X2 writing pencils



pencil sharpener



rubber



ruler



highlighters



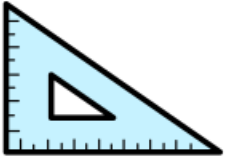
scissors



glue



compass



set square



protractor



coloring pencils



felt tips



scientific calculator

New Uniform

TASK:

Go onto your new school's website and study the school uniform.



Top Tip: If you can't find a photo then you may need to wait until you have bought your uniform and take a photo of you in it.

Alternatively, you can draw your uniform on the diagram on the next page.

Then annotate (label) the photo/ picture.



Handy Hint:

Remember, as we get older we start to smell. It is a good idea to have daily showers and to wear deodorant. It is also a good idea to put on clean pants, socks and shirts each day

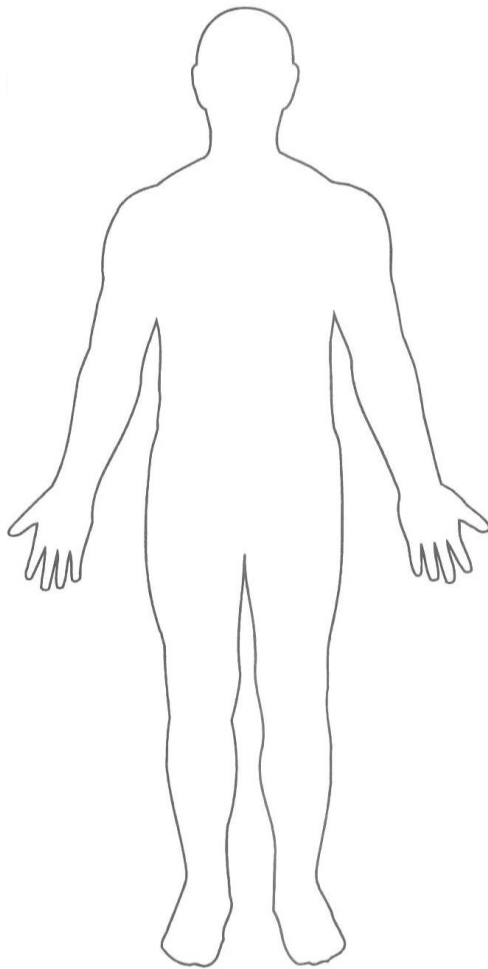


trousers	shirt	blazer	tie	jumper	skirt



TOP TIP: Your new uniform may feel different to your current uniform. It is a good idea to try it on a couple of times before your first day at Secondary School.

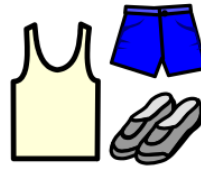
My School Uniform



PE Kit

TASK:

Now, see if you can find a photo of your new school's PE kit.



If possible, print out a photo of it and stick below. Then annotate (label) the photo.



TOP TIP: If you can't find a picture online, wait until you have bought your PE kit and take a photo of yourself wearing it.

If you are not able to find a photo of your new PE kit then you can draw it instead! Use the diagram on the next page to help.

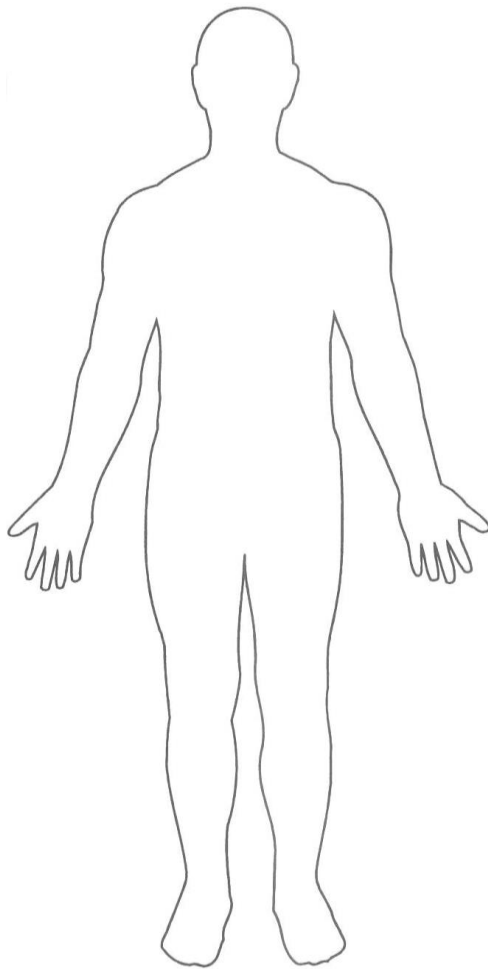
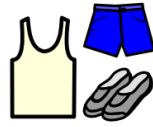
shorts	t-shirt	trainers	socks	sweatshirt	tracksuit bottoms



Is there anything you need to practise?

Tying a tie?		Tying shoelaces?	
--------------	--	------------------	--

My PE Kit



School Rules

All schools need rules to help keep everyone safe and happy.



TASK:

Think about the following ideas and finish the sentences as fully as you can: (An adult can scribe for you, if this is easier!)

All schools have rules, because: _____

When people break the school rules, there are usually consequences, such as: _____

When people break the school rules, it is a good idea for them to: _____




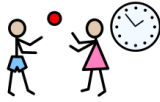




Your new school will understand that you have a lot to remember and many new things you are learning to do. They will understand if you break a rule by accident, or because you didn't know.

School Rules

TASK:

Different rules apply in various parts of the school. What might the rules be for the following areas in your new school?



School uniform		<hr/> <hr/> <hr/>
Break Times (playtimes)		<hr/> <hr/> <hr/>
Homework		<hr/> <hr/> <hr/>
Moving around the corridors		<hr/> <hr/> <hr/>
Classroom behavior		<hr/> <hr/> <hr/>
School start time		<hr/> <hr/> <hr/>

Travelling to school

TASK:

Use the Internet to research how you will get to your new school.



1) My school will start at:

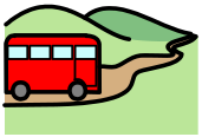
2) I will have to leave home at _____ to get to school on time.

3) My school day will finish at:

4) I will travel by _____ to get to school.

5) I will travel by _____ to get home from school.

6) It will take me _____ minutes to get to my Secondary School.



Getting to know people

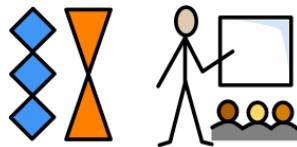
When you move to Secondary School, you will meet lots of new people.



Other people from your Primary School may not be going to the same Secondary School as you. This is okay.



Even, if they do go to the same Secondary School as you they may not be in the same classes as you. This is okay.



It is important that you are able to meet and get to know new people.



The most important thing to remember, is that all the other new children will be feeling just as nervous as you are.

Getting to know people



TASK:

Tick the strategies which could be helpful when getting to know new people:

- Sit by yourself in class.
- Smile and say 'Hello!'
- Ignore people who are sitting by themselves.
- Introduce yourself and ask the other person what their name is.
- Tell someone what you are interested in or what hobby you enjoy, before asking them what they like to do.
- Only talk about yourself.
- Ask someone if they would like to eat lunch with you.



Getting to know people

TASK: Circle the things we need to remember if we are going to have a successful chat.



look interested

look at the person's face

talk very loudly

don't speak

look interested

have fun

don't listen

talk about what you want to talk about for a very long time

ask them questions about what they are talking about

listen to what the person is saying

walk away without saying 'bye'

smile

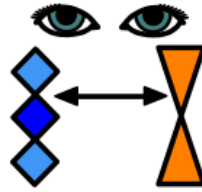
look bored

talk at the same time as the other person

wait until it is your turn to speak

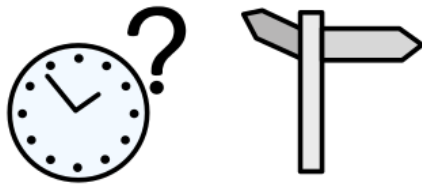
Getting to know My Timetable

When you start your Secondary School in September, one of the first things you are likely to be given is your timetable.



M	T	W	T	F
•	•		•	
	•			•

This is a really important source of information. It tells you **when** and **where** all your lessons will take place.



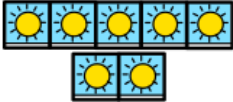

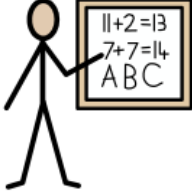
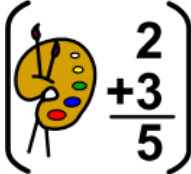
You will need to check your timetable each night, so you know what you will need for school the next day.

For example:

PE kit	Instrument	Ingredients	Apron

My Timetable

Your timetable may include the following information:

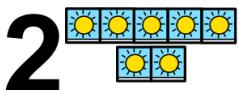
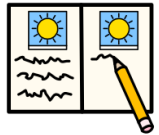
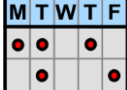




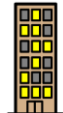


<p>Days of the week</p> 	<p>Room numbers</p> <p>123</p>
<p>Times for each class</p> 	<p>Teacher names for each subject</p> 
<p>Subjects</p> 	

TOP TIP: It is a good idea to make a copy of your timetable in case you lose it. Lots of children take a photo and keep it on their mobile phones.



At the end of each class, a bell will usually ring to let you know it is time to move on to your next lesson.

Useful words for Secondary School:

Fortnightly		Every two weeks.
Planner		A book/diary, to organize my homework and school events. School adults can write messages in it for home adults. Sometimes, home adults will need to sign it.
Timetable		A chart, to show you which lessons you have each day.
Period		Lesson or Session.
Subject		The type of lesson you are studying.
Form Tutor		Your key-teacher. You will go to their room (your form-room) for registration and form-time.
Canteen		Where you go to for your school dinner. You may also go here to eat if you have packed lunch. If not, you will be told where you can go to eat.
Block		The part of the school building where your subject classroom can be found. (e.g. Science Block.)
Locker		A place where you can keep your books and other personal items.
Detention		A possible consequence of breaking a school rule. It may mean that you have to stay in during lunch, or even after school, for a short period of time.

My Timetable

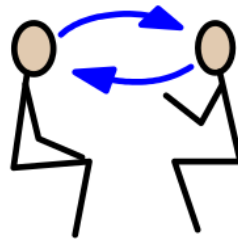
TASK:

Create a copy of your Year 6 timetable and place a photograph of it below.



Have a think or discussion about:

- How long do your lessons last for?
- Which subjects do you do every day?
- Why do you think that is?



What might my Secondary School timetable look like?

M	T	W	T	F
•	•		•	
•				•

A lot of Secondary schools often work on a two-week timetable.



TOP TIP: It can be useful to colour-code your timetable to help make it more visual and easier to read. This will involve giving each subject a colour.

	Mon 1	Tues 1	Wed 1	Thurs 1	Fri 1
	Registration AS T8	Registration AS T8	Registration AS T8	Registration AS T8	Registration AS T8
1	History JD H15	Drama SF D1	History JD H15	Geography ST G3	English SF E9
2	English SF E9	RE LC R2	IT GW I3	MFL GR M4	Science BH S2
Tut	Tutor Period AS T8	Tutor Period AS T8	Tutor Period AS T8	Tutor Period AS T8	Tutor Period AS T8
3	Maths KR M9	Geography ST G3	Science BH S2	PE DG H1	Maths KR M9
4	Science BH S2	Music SB MR 2	DT LJ DT3	History JD H15	IT GW I3
5	Geography ST G3	English SF E9	Maths KR M9	Art SB A1	MFL GR M4

KR: Mrs Roy
 SF: Mrs Fry
 DG: Miss Greaves
 JD: Mr Daw
 BH: Mrs Harris
 AS: Mrs Stevens
 ST: Mrs Tucker
 LC: Miss Coffin
 SB: Ms Beniston
 GW: Mr White
 GR: Ms Rose
 LJ: Mr Jeffrey

	Mon 1	Tues 1	Wed 1	Thurs 1	Fri 1
	Registration AS T8	Registration AS T8	Registration AS T8	Registration AS T8	Registration AS T8
1	Art SB A1	Maths KR M9	RE LC R2	MFL GR M4	PE DG H1
2	Drama SF D1	English SF E9	Maths KY M9	PE DG H1	English SF E9
Tut	Tutor Period AS T8	Tutor Period AS T8	Tutor Period AS T8	Tutor Period AS T8	Tutor Period AS T8
3	Science BH S2	Science BH S2	DT LJ DT3	English SF E9	Home Ec AS HE4
4	English SF E9	Geography ST G3	MFL GR M4	Science BH S2	IT GW I3
5	Music SB MR2	History JD H15	PE DG H1	Maths KR M9	Music SB MR2

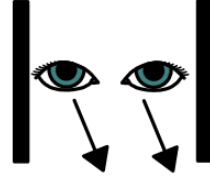
Which extra lesson is on this timetable that we did not discuss on pages 6 and 7?

TASK - Write down the answers to these questions:







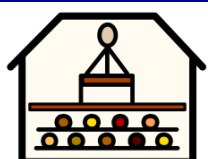

What subject will you have on week one , Tuesday, 1st lesson?	
Who is your teacher, week two , Wednesday, 2nd lesson?	
Which room will you be in, week one , Thursday, 4th lesson?	
What is happening, week two , Friday, 5th lesson?	

What does my new school look like?

It can be a good idea to find a map of your new school, either by contacting the school, or by downloading one from their website.



TASK: Look through the map with an adult, and point out key places that you will need to know, for example:

			
Reception	Toilets	Canteen	Sick bay/ Medical Room
			
Pastoral / Learning / Student support	Library	Assembly Hall	Form Room



TOP TIP: When you visit the school or have an opportunity to ask questions, see if there are any tips to help you to navigate around the school:

Is there a way to remember the room numbers?

Is there a pattern you could learn to recognise?

Time to Visit my new school and take some photos!

TASK: Plan your visit



When I visit my new school, I would like to meet:



TOP TIP: If possible, take photos of these key people and stick them below. Many school websites have a page dedicated to "who's who" so you could print from there.

Head teacher



Name.....

Head of year



Name.....

Form Tutor



Name.....

Pastoral Care Officer/Mentor



Name.....

Key Person



Name.....

Key Person

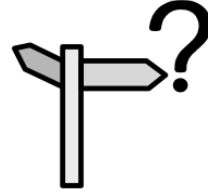


Name.....

Plan your visit

TASK - I would like to see:

If possible, stick photos of the different places you would like to see (e.g. *Canteen, Library, ICT Suite, etc*).



Plan your visit

TASK - I would like to ask:

Work with your adult to think of some questions you would like to ask about your new school. You could ask them on a visit or, perhaps, you could email them. For example:

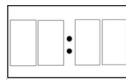
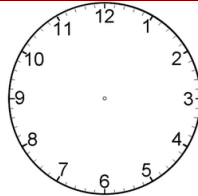


<i>What after school clubs are there?</i>	An icon showing a simple house with a roof. Inside the house, there are two stick figures and a musical note. A globe is also visible inside the house.	<i>How much homework will I get?</i>	An icon of a stick figure sitting at a desk with a chair, representing a student doing homework.	<i>What options are there for lunch?</i>	An icon of a plate with a green apple, a slice of yellow cheese, and a glass of milk.
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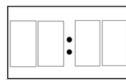
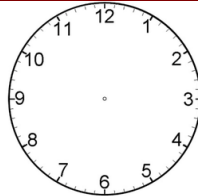
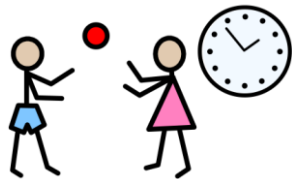


TASK: - School Times:

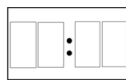
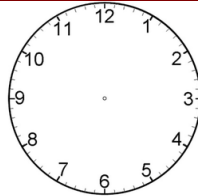
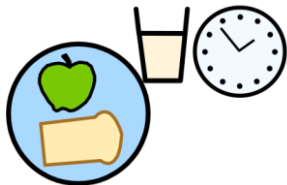
School starts at:



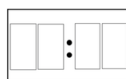
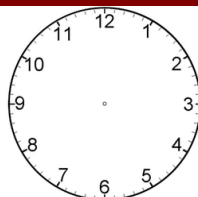
Break time (playtime) is at:



Lunch time is at:

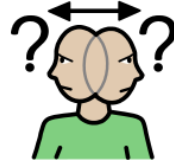


Home time is at:






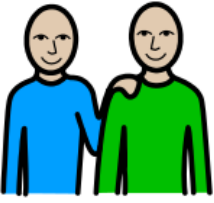


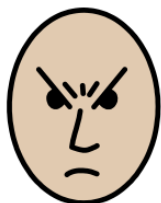


TASK: What can I do if I get lost?

It will take you a little time to get used to your new school. You will be moving from one classroom to another for different lessons. Everyone in Year 7 will take a little while to find their way around the school.



Circle the ideas, below, which could help you, if you got lost:

		
Run home	Run into the toilets	Cry
		
Ask a teacher for help	Look at your map of the school	Ask a class mate for help
		
Ring your mum	Go to reception and ask for help	Get angry














TOP TIP: The teachers will not be cross if you get lost. They will expect it to take time for you to learn to find your way around the school.

TASK:

Commented [RD1]:

What to do if I don't understand the work in class

a	s	w	e	b	u	r	h	w	p
s	s	s	y	i	k	a	a	h	u
k	h	k	t	g	h	e	v	i	n
t	o	d	f	b	n	w	e	s	c
e	u	a	g	r	h	s	a	t	h
a	t	d	b	e	i	k	g	l	w
c	r	y	t	a	f	e	o	e	a
h	v	b	j	t	l	m	n	j	l
e	n	o	t	h	i	n	g	d	l
r	e	a	d	t	a	s	k	f	s

Words to find	symbol	Would this help you understand the work in class?
ask friends		
big breath		
nothing		
have a go		
shout		
read task		
cry		
ask teacher		
whistle		
punch walls		
swear		

What to do if I forget my homework








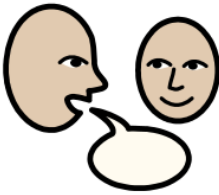
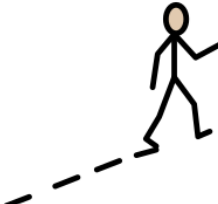
TASK:

Think about a time when you have forgotten something for school; for example, PE kit or homework. What happened? What did the teacher say?



What is the worst thing that could happen if you did forget your homework?

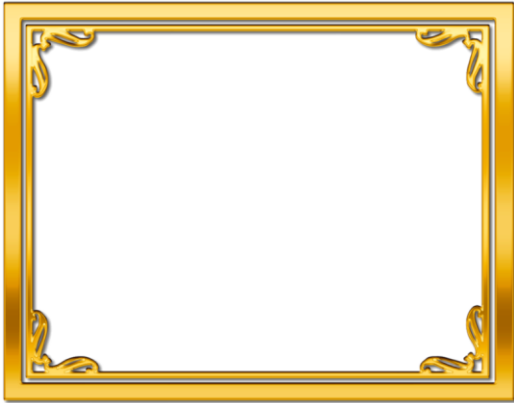
Tick the strategies below, which might be useful if you forget your homework:

		
run home	cry	stay calm
		
get angry	ask a friend for help	come up with an excuse
		
do it quickly in registration	find my teacher or form tutor and let them know	leave the lesson

TASK: Now create a memory board and choose 3 strategies you could use if you forget your homework. Feel free to come up with your own, or use this page.

Helpful strategies if I forget my homework

Memory Board



What to do if someone is unkind to me?

TASK: Are these behaviours okay?



teasing	bullying	sending hurtful emails/texts
excluding people	pushing people	hitting people
gossiping	using hurtful words	"trolling" on Social Media

TASK: Create a poster which shows the different strategies you could use, if you experience any of the situations above, for example:
Tell a friend, walk away, tell your form tutor, join a lunchtime club...

Include your poster in your file.

Time Capsule Snapshots:

TASK: Put a photo in each empty box to record your time in Primary School:



Here is what I look like in Year 6.	Here are my closest friends.	This is a photo of my classroom.
This is a photo of me at playtime.	This is a photo of something I am really proud of.	This is a photo of my Teacher and TAs

My feelings about Secondary School:

TASK: Answer the following questions, based on your feelings about Secondary School, as honestly as you can:



(Remember, an adult can scribe the answers if that is easier!)

- 1) What do you imagine Secondary School will be like?

- 2) When you think about moving to Secondary School, what feelings do you experience?

- 3) What are you looking forward to, most, about Secondary School?

4) What is your biggest fear about Secondary School?



5) What could you do to work on this fear?

6) How do you imagine you will feel on your first day of Secondary School? *How do you think other people will be feeling?*

7) Which strategies could you use to help you feel calmer on the first day?

What do I want my new teachers to know about me?

TASK: My Passport

My name is:



Photo or drawing of me:

I am _____ years old.



I am really good at...



Sometimes, I need help with....



I learn best, when...



I like...



I don't like...



I am excited about...



I am worried about...



I am looking forward to....



This folder will help prepare you for Secondary School.

It was designed to help you find out about your new school and think about moving away from Primary School.

What did you think of it? Give a score for each area of the folder:

1=Didn't help me

2=Quite helpful

3=Didn't help me at all

	1	2	3
New subjects			
What to put in my school bag			
What to put in my school pencil case			
My new school uniform			
My new PE kit			
School Rules			
Travelling to my new school			
Tips for getting to know new people			
My New Timetable			
Planning a visit to my new Secondary School			
My new school day - Important Times			
What to do if I get lost?			
What to do if I don't understand things in class			
What to do if I forget my homework			
What to do if someone is unkind to me			
Time capsule photos			
My feelings about Secondary School			
My Secondary School passport			

Is there anything which could have made it better?
