



LANGTREE SCHOOL
TRANSITION GUIDE
FOR YEAR 6 PUPILS STARTING AT
LANGTREE



Your Complete Guide to Starting at Langtree
School



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Introduction

This booklet has been put together by Mrs Belcher and Langtree students for the new year 7 students of Langtree School and their parents/carers. We aim to provide you with as much information and advice as possible about moving to our school.

At Langtree we have 640 students across two key stages (key stage 3 and 4). We are delighted to welcome a new cohort of young people from a range of backgrounds, abilities and interests and we look forward to helping them reach their potential and be successful through effort and determination.

We are very proud of our school and you will find our students to be welcoming, polite and friendly. Our staff are looking forward to meeting you and helping you learn a range of skills and achieve your potential. We are fully aware of the challenges brought on by the transition from primary to secondary school and hope this booklet answers any queries you may have.

If you have any further questions beyond this booklet, please contact me at bbelcher@langtreeschool.com.

In order to make a good start at Langtree, it is really important that you familiarise yourself with some of our important rules and procedures. Excellent attendance and punctuality will ensure that you get the very best out of your time in school. It is also very important that you work hard in lessons and ask for help if you don't fully understand something. We also expect you to complete all your homeworks to a good standard.

Moving to Secondary School:

To help you mentally prepare for the transition into secondary school, complete the following:

My name is: _____

My primary school is: _____

My new secondary school is: _____

Languages I can speak already: _____

Languages I can write already: _____

After-school clubs I would be interested in: _____

The three things I'm most looking forward to about secondary school are:

1. _____
2. _____
3. _____

The three things I'm worried about when I think about going to secondary school are:

1. _____
2. _____
3. _____

I would describe myself as

Thoughts and Questions to ask..

Use this page to ask your Tutor,
TA or mentors questions in
September.



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What do I need for my first day:

The first thing you should think about is your school uniform. We expect you to look smart and wear the correct uniform from day one.

Your parents/carers have all the details of what you should wear, do go through the list with them and ensure you have everything ready before your first day.

You also need to think about how you are getting to school. Make sure you know the route, bus times and how long your journey will take etc. It is a good idea to practice getting here before your first day so that you have no unexpected surprises on your way to school.

The day before you start, pack your bag and make sure you have everything you need. Get a good night's rest and have a healthy breakfast the following morning so that you have energy to see you through the day.

We want your first day to be fun and as stress-free as possible. If you are prepared and on time, you will be able to relax and enjoy yourself.

You will need to bring the correct equipment with you in a sturdy school bag:



Equipment
Pen (black ink) and spare pen
Highlighter pen
Pencil and Pencil sharpener
Ruler
Rubber
Scientific calculator
Protractor
Compass
Student Handbook
Independent reading book
Glue stick
Scissors
Colouring pencils
Green pen
3.5mm Headphones
Mini whiteboard & dry wipe pen
Tissues
Apron & tea towel for food tech lessons

Uniform

We expect every pupil to wear our school uniform and bring their PE kit with them when they have PE. Full uniform must be worn not only on the school site, but also whilst students are travelling to and from school and when they attend school trips and visits.

Our school uniform consists of: (tick when you have these items)

- ☐ Blue V neck logo jumper
- ☐ White logo polo shirt or white logo shirt with school tie
- ☐ Choice of two styles of black tailored logo trousers
- ☐ Choice of two styles of skirt worn to the knee

What is allowed?	What is not allowed?
Plain outdoor coat	Colourful patterns Hoodies, sweatshirts or non Langtree jumpers Denim or leather jackets/coats
Socks – navy blue, black or white Under the knee or ankle socks	Socks over the knee (Anime style)
Tights – black	Any other coloured tights
Langtree trousers and skirt	No leggings or denim clothing of any sort
Plain black belt	No colourful belts with studs
One plain silver or gold stud in each ear lobe (or outer ear – the helix)	No piercings anywhere else other than the outer ear No transparent jewellery No ear bars No plasters to cover piercings No other jewellery is permitted
Shoes – please see further guidance on the website	No trainers, no boots, no canvas shoes Please note that Nike Air Force, in any colour, are not permitted for PE as they do not have the appropriate support



- Coats/scarves/hats should not be worn in lessons. Baseball caps are not allowed
- No student should have his/her hair dyed an unnatural colour, nor should any student come to school with extreme haircuts/styles eg no shaved patterns. Long hair must be tied back for safety reasons in practical lessons.
- Discreet makeup may be worn
- No nail varnish or nail extensions (students will be expected to remove nail varnish immediately and social time will be removed if students have nail extensions).
- Jewellery that is not permitted will be confiscated and kept in the school office. This can be collected on Fridays (parents can collect these items earlier). Students who persistently (3 times in a short term) have jewellery confiscated will only be allowed their jewellery at the end of a half term. Parents can come and collect it at any time. If students refuse to remove their jewellery, they will be removed from class and their social time removed.

P.E. kit

All sports clothes and equipment needs to be brought to school when it is required and preferably carried in a suitable sports bag. It is very important that all items of equipment and the bag itself should be named clearly.

Navy/cyclone blue polo shirt & outdoor trainers (not Nike Air Force 1 trainers), football boots and astro turf shoes.

Unisex navy/cyclone blue shorts or skort

Unisex navy/cyclone blue reversible long sleeve top

Navy/cyclone blue hoodied jumper (not suitable for certain team games)

All with Langtree School transfer badge.

Behaviour

In our school, all students are expected to follow these four basic rules:



What do you expect from me?

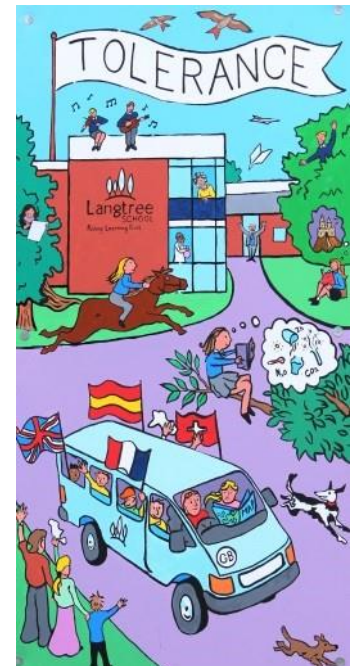
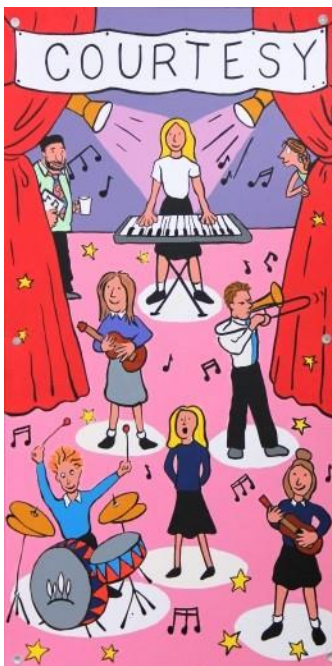
We have high standards for everyone at Langtree School.

We expect a positive attitude and good standards of presentation at all times. We want you to develop patterns of behaviour that will help you become a happy and successful adult.

Our three core values are courtesy, tolerance and respect and we expect that you will demonstrate these at all times. We believe these values are important to both you and your community.

So always:

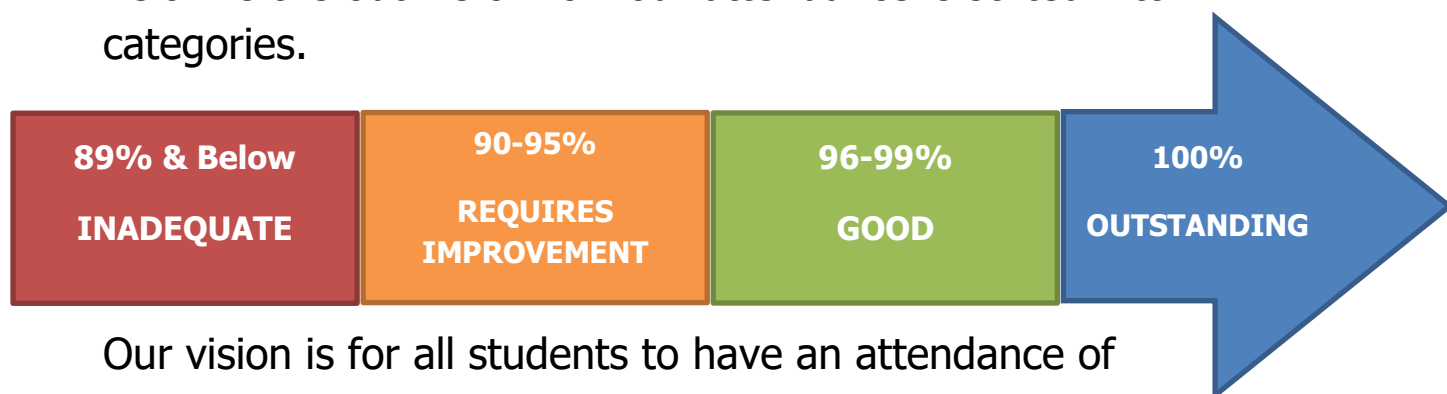
- Turn up on time, and be fully prepared
- Respect others and the environment
- Work hard
- Do your best
- Be polite and courteous to everyone



Attendance & Punctuality

For our students to reach their full potential and develop into the well-rounded individuals we aspire towards, it is essential they attend school every single day. We are committed to providing the highest level of teaching and learning to our students whilst creating a safe environment where students can share thoughts, explore ideas and feel valued. In order to achieve this, we work together with parents/carers to ensure our students have excellent attendance.

Below is the outline of how our attendance is sorted into categories.



Our vision is for all students to have an attendance of above 96%.

Absences

If your child is absent for a day you must inform the school:

- Call the school on 01491 680514 and leave a message clearly stating your child's name and tutor group, along with the reason for absence
- Email the school using studentabsence@langtreeschool.com and leaving the information as above

To request a leave of absence, parent/carers will need to email Ms Burman our Deputy Headteacher for permission on sburman@langtreeschool.com

This is what a time table at Langtree would look like

Example of a time table at Langtree

	AMon	ATue	AWed	AThu	AFri
1	Music SHE Mu1	Drama GPI Dr1	Maths OPH Ma4	PE GCL	Science MSA Sc1
2	Music SHE Mu1	Drama GPI Dr1	Maths OPH Ma4	PE GCL	Science MSA Sc1
3	PE GCL	French SWI C1	English NMC En4	French SWI La2	Art MRY Ar1
4	PE GCL	French SWI C1	English NMC En4	French SWI La2	Art MRY Ar1
5	Geography DCH Hu3	Product De DIN DT1	Computer S OPH IT2	English NMC En4	English NMC En4

	BMon	BTue	BWed	BThu	BFri
	Maths OPH Ma2	Science CTH Sc1	Ethics NMO Fo1	Geography DCH Hu3	Science MSA Sc1
	Maths OPH Ma2	Science CTH Sc1	Ethics NMO Fo1	Geography DCH Hu3	Science MSA Sc1
	English NMC En4	Maths OPH Ma2	French SWI La2	Ethics NMO Fo1	Art MRY Ar1
	English NMC En4	Maths OPH Ma2	French SWI La2	Ethics NMO Fo1	Art MRY Ar1
	History AGO Hu1	Product De DIN DT1	Science CTH Sc1	Maths OPH Ma2	History AGO Hu1

At Langtree we have a two week timetable and we have 5 lessons a day.

THE SCHOOL DAY

8.40am	Registration/Tutor
9.00am	Lesson 1
10.00am	Lesson 2
11.00am	Break
11.20am	Lesson 3
12.20pm	Lesson 4
1.20pm	Lunch
1.50pm	Lesson 5
3.00pm	End of school day



What happens if I need help?

If you are worried about anything (in school or outside), you can speak to:

- Your Head of Year, Mrs Belcher, who will look out for your well-being
- Your tutor or any other adults in the school

Whoever you chose to speak to, they will listen and help. Remember, it is always better to share a problem.

It is normal to feel nervous and anxious about coming to your secondary school; most Year 7s will be feeling this way. As your teachers, we want to make sure you settle in quickly and confidently, so do not hesitate to ask us any questions.

If you ever get lost or are not sure where to go then you can ask a student in a red or grey jumper or a teacher. Your teacher will not be cross if you are late or get lost in the first few weeks.



What should I know about homework?

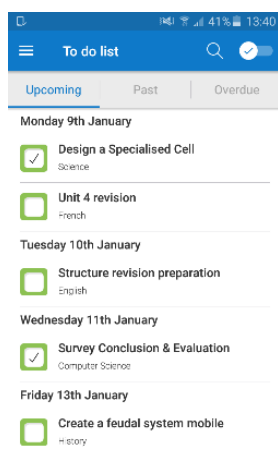
You probably know that you will be doing homework regularly. You can check your homework tasks on 'Satchel:One'. We will give you and your parents/carers log-on access when you start in September.

We recommend you complete your homework on the day it is set as failure to hand it in on time could result in a detention.

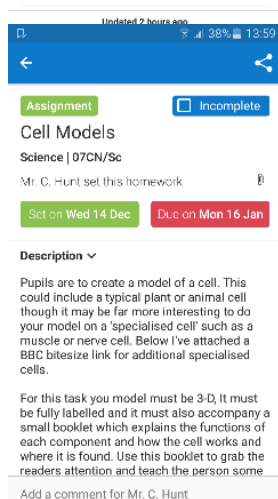
We expect homework to be completed to the best standard you can achieve.



Satchel: One

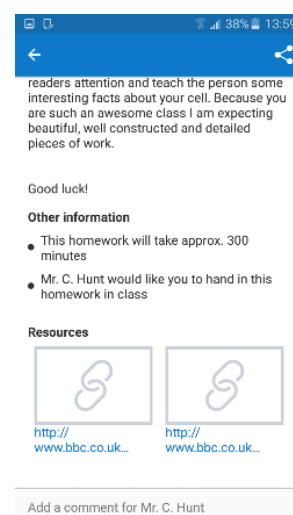


This is an example of the app version of Satchel:One. You can view any piece of homework that has been set and can tick it off when necessary. All students have their own individual code to log on for the first time, and then have the ability to set a password. Parents are the exact same! On their account, the only thing they can't do/access is ticking the homework. Both of you will receive frequent notifications if there are still tasks to be done for the current day.



If you view a piece of homework it will give you all the information you need, such as when to hand the homework in, how long it will approximately take to do, and if necessary, links to recommended websites to help out!

It's easy!



Things to Remember

Each day, you will need to have all the books and equipment for that day's classes with you. We strongly recommend that you hire a locker, so you don't need to carry everything around with you all day. Our lockers are quite large so you can even store your PE kit in it.

Your parents can complete a form and we will give you a key. Make sure you keep it safe! It is best to access your locker at the beginning of the day. You can also use it during the first 5 minutes of break and lunchtime.

Break Times



At 11am you get a 20-minute break and lunch is at 1.20pm for 40 minutes. You can buy food and drink at both times from the canteen. The snacks are between £1 - £1.50 and the main lunches are around £2.40. The canteen operates a cash less system so your parents pay money into your account and you can buy food and drinks. There is a daily 'spend limit' of £5.

A meal deal costs £2.90 and includes a main meal, a pudding and a bottle of water

Lunchtime

At lunchtime you can get a hot meal from the canteen, or you can pick up a baguette or sandwich from the *Grab & Go*. There is a range of drinks for you to keep hydrated in school, and there are pots of fruit as well.

If you bring a packed lunch, make sure it is healthy. Don't bring too many packets of crisps or chocolates because, as you know, too much sugar or fats are *not* good for you.



RECIPES FOR YOUR LUNCHBOX

Vegetarian Pasta Salad

Ingredients:

50g uncooked pasta

40g fresh peas

1 carrot (diced)

½ cucumber (peeled and diced)

½ red bell pepper (diced)

40g steamed corn kernels

(Or add any other vegetables to you like)



For the dressing:

1 tablespoon extra-virgin olive oil

2 tablespoons lemon juice

½ teaspoon salt

Method:

1. Cook pasta in salted boiling water for 10 minutes. Check it's cooked before removing it from the pan by tasting 1 piece. Or cook according to the manufacturer's instructions.
2. Mix the pasta with the rest of the ingredients in a bowl and serve at room temperature or cold.



Salsa Chicken & Cheese **Tortillas**

Ingredients:

4 tbsp hot salsa

2 large flour tortilla

215g canned kidney bean, mashed

1 spring onion, chopped

50g leftover roast chicken, shredded

85g grated mature cheddar

½ a 20g pack coriander

oil, for brushing



Method:

1. Spread 2 tbsp salsa onto each tortilla, then evenly top one of them with the beans, spring onion, chicken and cheddar. Scatter with coriander, if you have it. Sandwich with the other tortilla, then brush with oil.
2. Heat a large non-stick frying pan, then cook the tortilla, oil-side down, for 4 mins. Carefully turn over with a palette knife (or by turning it out onto a plate, sliding it back into the pan), then cook for 2 mins on the other side until golden. Serve cut into wedges.



Library

The library is a nice place to go and relax; you can study there and read books! In year 7 you have a library lesson where you can get books out and read. You can go there at break time and lunchtime and the librarian has a bell which she rings when break or lunch is over!

These are the times for the library:

Monday 2pm–7.30pm

Tuesday 2pm–5.00pm

Wednesday Closed (but the school uses it for lessons)

Thursday 9.30am-12.30pm

Friday 9.30am–12.30pm

Saturday 9.30am–12.30pm

Sunday – closed

In the library there are a few computers so you can also access the internet. If the library doesn't have a book you want, you can ask them to order it. You can also do this using your online account.

When you have borrowed a book you will have 3 weeks to read it and if you return it after this time you will have to pay a fine! So make sure that you return it on time! When you have your library lessons (which is once a week) you can hand in any books.

When you have your first library lesson you will get a library card so you can borrow books. The library is a lovely, quiet and calm place



Achievement Points

Achievement points are awarded for good behaviour and extra effort. There are five levels you can aim for.

Bronze requires 25 achievement points

Silver requires 60 achievement points

Gold requires 100 achievement points

Platinum requires 150 achievement points

Diamond requires 200 achievement points

Once you have achieved an award, your achievement points don't go back to zero so you can just aim for the next level!

There are rewards given at each level.



Clubs

Clubs are a great way of getting to know people and making new friends. We recommend that you jump in and try something new. You may discover an activity that you love and will carry on doing for the rest of your life. There are lots of curricular and extra-curricular clubs to get involved in during lunch and after school. If we don't have a club you want – why not talk to someone and start one.



For year 7's there are a lot of sport clubs and other clubs to take part in. Football, Rugby and Hockey are very popular clubs. There are school teams which go out to participate in competitions with other schools. There is also badminton at

lunchtimes.

There are regular inter-tutor sport competitions throughout the year.

Drama club is very popular and we always have a huge number of students who get involved in the school production. Linked to that, there is a school orchestra, and choir to also take part in if you wish.

We also offer activities like:

Year 7 Camp, Year 8 French Cultural trip, Year 9 Spanish Cultural trip, Year 9 Battlefields/Berlin Trip, Year 10 Ski trip, KS3 surfing weekend, D of E, School productions, Talent shows, Christmas/Easter/Summer concert, Theatre trips, Individual music instrument tuition, Activities week.



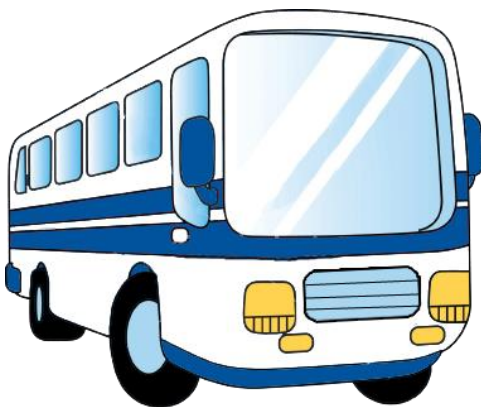
Buses and bus passes at Langtree

Before you come to Langtree you will receive a bus pass which tells you what bus you need to get; and if you look on the Langtree web site it will tell you where to catch your bus from and what time it arrives.

At the end of the day the buses wait in the school car park for students. All the buses have a number on the screen to let you know which bus number and route they are. Staff are on duty to help if you are not sure which bus is yours.

A VERY important tip for a year 7 is to sit at the front of the bus because the older years sit at or near the back of the bus. If you have a crowded bus, it's good to be near the front so you can get off quickly. Another tip is not to try and be the first on the bus because there are usually enough seats even if you're the last person on and there is a risk that you can be squashed by other people trying to get onto the bus.

If you lose your bus pass don't stress but tell an adult or a trusted person so they can get you another one.



12 New School Year Resolutions

Make mornings a breeze

- Use a checklist to help you remember everything
- Eat a healthy breakfast

Pack a healthy 'green' lunch

- Try to include fruit and vegetables in your lunch
- Drink lots of water

Be independent

- Try to be organised – pack your bag the night before

Help out at school

- Help out with fund raising or charity events

Stick to an after-school routine

- Include snack time, playtime and homework time

Make homework time painless

- Try to have a quiet space
- Make sure you have all the necessary information/equipment
- Leave TV, games, mobiles till later

Manage your time

- Try to join clubs and do sports but don't wear yourself out.

Talk to your teacher

- If you have any worries or concerns
- If you are stuck or need help with your homework

Fit in physical activity

- Try to get some time for outside play

Spend time with your friends or family

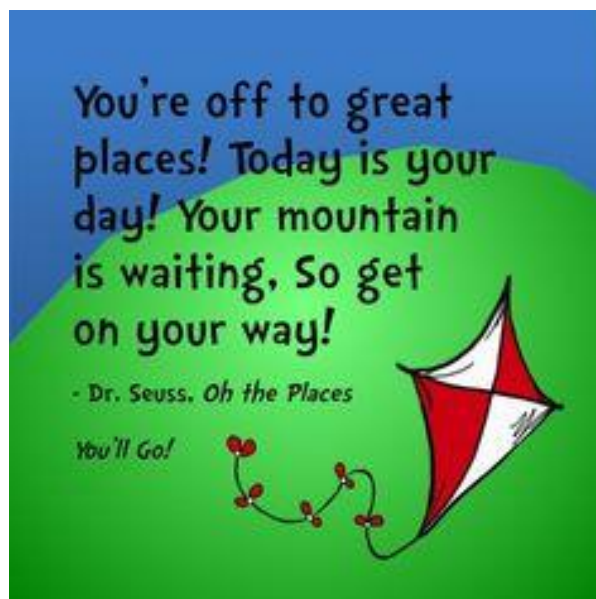
- Take time to catch up with friends, you may be in a different class or school now

Have limits on the amount of computer/TV/phone time used

- Try to limit the amount of time you spend on computers, TV etc. especially before bedtime

Have a good bedtime routine

- Try to go to bed at the same time each night
- Get enough sleep



By Niamh Rasmussen and
Anna Paskins.

Your worries and concerns



Of course you will have worries and concerns! You are starting a new school, are in a new environment, and are with loads of new people. It is completely natural to be nervous or worried. There are lots of people you can go to if you are worried: your tutor, the student leaders (the older students in the red jumpers!), or Mrs Belcher. You can also ask any member of staff; any student or your Primary School teacher may be able to help.



We asked our classmates how they felt before coming to Langtree:

'I was excited and scared at the same time!'

'I was really looking forward to it, and I felt happy that I would be out of my Primary and somewhere different for a change'

'I wasn't really sure about what to expect'

'I was super worried about making friends!'

**STOP WORRYING
ABOUT WHAT CAN
GO WRONG, AND
GET EXCITED
ABOUT WHAT CAN
GO RIGHT.**

We also asked them how they felt on Taster Day:

'I was kind of uncomfortable, and it was a bit awkward at the start'

'Really, really, really excited!'

'Overwhelmed'

And how they felt after 2 weeks:

'I felt comfortable and at home'

'I completely knew my way by then'

'The teachers were all really nice'

'I found out that making friends was actually easy'

We asked them how they felt about homework:

'I worried too much. It was not as bad as I thought it would be'

'At the start I was completely overwhelmed but I got myself organised and it was fine'

'I felt like there was no time to do anything else; but then I made a routine'

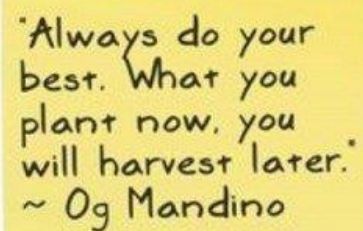
I was worried about how much homework I would get. There is definitely more than I got at primary school but I am managing to cope.

We asked our classmates if they had found any similarities between Langtree and their Primary School:

'The lessons are in the same structure as the ones in my Primary, and the subjects are pretty much the same'

'The teachers are really nice and welcoming'

You will probably be feeling a variety of emotions about Langtree: anxious, excited and apprehensive are just a few. But always remember that you are not alone. Everyone in Year 7 will be going through the same things - so if you are feeling nervous, guaranteed someone else will be too! All you need to do if you are confused, scared or don't know where to go, is ask! Everyone will be happy to help.



*'Always do your best. What you plant now, you will harvest later.'
~ Og Mandino*

TIPS FOR TRANSITION!

**TRY TO MAKE
A GOOD FIRST
IMPRESSION
ON YOUR
TEACHERS!**

Don't be afraid to
ask people where
your classroom is!

**If you have a problem
with/don't have a printer
or computer, you can
always ask at resources
(just ask if you don't
know where that is!)**

Whenever you go to a
new classroom, just
take a moment to think
about where it is. This
will help you build a
visual map.

If you don't understand
the homework, ask or
email the teacher before
the lesson

Try to stick with
someone so you
can find the
rooms together

Take every
opportunity and
join a club

Try and get to bed at
a good time because
it's horrible when
you're tired at
school.

*Try to go and talk to new
people. Really try to come
out of your shell!
Remember that you don't
have to stick in your
Primary School Groups...*

Always pack
your bag the
night before!

Try and do your
homework the night
it is set, to avoid
any build up.

Good luck! See you in September!
