

# Primary Transition Graham School

## Dates for your diary

Induction Days and Parent meeting

**Thursday 5<sup>th</sup> July 2018** – this will be a day event in which year 6 students visit their receiving secondary school. The day will consist of 5 action-packed lessons to allow students to experience life in a secondary school and use the facilities that a larger school has to offer. Students will be in school from 8.40am until 2.40pm. Year 6 students are to attend in smart casual clothes.

**Thursday 5<sup>th</sup> July 2018** – at 2.10pm parents are invited to a meeting in the main hall. Senior Staff, Pastoral Leaders and the Special Educational Needs Coordinator will be present to answer any questions that you may have. There will be a short presentation from the Headteacher. Parents can collect their child at 2.40pm

**Friday 6<sup>th</sup> July 2018** – the second transition day will run as closely to a normal school day as possible. Students will be taught 1 hour long lessons by specialist staff. There will be 5 lessons on offer and students will need to **bring basic equipment and a school bag**. Year 6 students are to attend in smart casual clothes.

**Thursday 12<sup>th</sup> July 2018** – at 5pm there will be a primary transition meeting for all families to hear presentations from various senior members of staff including a short presentation from Mr Plant, Head of Year 7. The focus will be around Teaching and Learning, Expectations, Progress and Attendance. There will also be a chance to ask questions that you may still have.

**Lunch will be provided free of charge for all year 6 students on both days although they are welcome to bring their own food to eat in our canteen if preferred.**

If parents require a further visit to Graham School, with their child, this can be organised at the end of induction day by discussing with a member of staff.

# Frequently Asked Questions

## Organisation

### **Q. Where can I buy uniform?**

Uniform for Graham School can be purchased from Rumours – a uniform list is provided in the school pack

Rumours

17 Victoria Road

Scarborough

YO11 1SB

01723 501989

Further details regarding correct uniform can be found at Rumours Uniform Facebook page

### **Q. Where should my child go on the first day?**

On the first transition day and the first day in September 2018 all students should go straight to the main hall at which point they will be escorted to their new form groups. Staff will be at the entrance to guide students in the right direction.

### **Q. What equipment will my child need?**

To make learning as accessible as possible all students should be equipped with a strong suitable school bag (not handbag style), black or blue ink pen, a green pen, pencils and rubber, ruler and a calculator. If a scientific calculator can be purchased this would be more appropriate. All of the above can be purchased from any high street stationery shop.

### **Q. What happens if my child gets lost between lessons?**

We fully appreciate that moving around a large unfamiliar site has its difficulties. There will be staff and students available during lesson changeovers to help direct students who feel that they are lost. All year 7 students will have a site map to help with movement. It takes about 2 weeks for everyone to find their way around confidently. Staff will be very understanding during this period if a year 7 arrives late to a lesson.

### **Q. Does Graham School provide lockers?**

Unfortunately, we simply do not have any space to provide lockers for all students. There are a very limited number of lockers that are prioritised for some of our more vulnerable students.

## Supporting Students

### **Q. My child is very nervous about the move to secondary school. Can I visit with them before transition day?**

We do have enhanced transition for vulnerable students that are arranged through our Learning Support Team, led by Mrs Y Quinn. If your child requires an additional visit to settle any nerves or anxieties we would be very happy to support you in this. To arrange such a visit please contact Graham School on 01723 366451 and ask to speak with Mr Plant, Head of Year 7.

### **Q. Who should my child see if they have an issue?**

We make every effort to ensure that any issues are dealt with promptly. Every student has a form tutor, a pastoral support officer and a year leader. The form tutor should be consulted in the first instance however if they are unavailable at the time then the student should visit the year office and speak with the pastoral support officer. Dependent on the issue raised, the Head of Year may become involved to support the student and contact will be made home if felt appropriate.

### **Q. Can my child bring their mobile phone to school?**

The majority of our students own a mobile phone and we are aware that students bring them to school. Mobiles are not to be used within the school grounds and will be confiscated on sight, locked in an office and returned at the end of the day. The misuse of mobile phones is dealt with very seriously.

### **Q. Will my child get bullied at secondary school?**

Every effort is made to ensure that every child attending Graham School has a positive experience. The school has adopted a range of strategies to prevent and reduce bullying, to raise awareness of bullying and support victims and those displaying bullying behaviour. Where isolated incidents of bullying occur they are dealt with swiftly and in line with the Graham School anti-bullying policy which can be found at: see school website.

### **Q. My child prefers to stay inside during breaks and lunch. Is there anywhere that they can go?**

Our canteen area is open to all students from 8am and it provides free toast for all students. Learning Support is also open for students during the morning sessions. Learning support is also available for students during break and lunch sessions as is the library. We are currently developing our range of activities that take place during lunchtime, all of which will be open to all students. Students are also permitted to remain in the dining room during lunch time if space allows it.

### **Q. What do I do if my child is ill and cannot attend school?**

We have an attendance team which can be contacted on 01723 366451. Please contact the school before 8.40am. It is important that you contact the school on each day of your child's absence, if we do not receive a phone call the attendance team will contact you to make sure your child is safe. Medical appointments must be made outside school hours where possible and to allow the absence to be authorised a medical appointment card will be needed.

## Learning at Graham School

### **Q. What subjects will my child study in Year 7 and how often will they study them?**

Year 7 have a broad curriculum on offer which consists of the following subjects. The numbers indicate how many 1 hour lessons they have for each subject per week.

4 English, 3 maths, 3 science, 1 computing, 2 geography, 2 history, 1 philosophy and ethics, 1 expressive arts (dance and drama), 1 music, 2 PE, 2 French, 1 art, 1 technology, 1 food/textiles. They also have 30mins form tutor session at the start of each day.

### **Q. Are all students placed in ability groups for lessons in year 7?**

The only subject that uses prior data to set in year 7 is mathematics. All other subject areas are taught in mixed ability groups. Setting can occur in other subject areas during other year groups if deemed appropriate.

### **Q. How much homework will my child receive?**

Students should expect one piece of homework a week per subject. Students are expected to note this homework task in their school planners which will be provided on the first day of term in September.

### **Q. My child has a learning need. Do I need to contact school to highlight this?**

The information transferred from primary school is very detailed and if your child received support in primary school then they will receive support in secondary school. Our Learning Support Team will contact parents of students in their care to carry out reviews and to gain additional information that will allow us to enhance and individualise the support that your child requires to improve their learning. Our Learning Support Team is led by Mrs Y Quinn.

### **Q. Who do I need to speak with to pass on any medical concerns about my son or daughter?**

We have a medical officer in school who can be contacted on 01723 366451. We would always encourage any medical notifications to be put in writing in addition to a conversation. Medical forms are completed prior to your child starting Graham School, however we must be made aware of any changes throughout the year. We follow NYCC guidance with regards to holding and administering any medication on site.

### **Q. My child is worried about detentions and other sanctions that they could receive at secondary school?**

Graham School has high expectations of all students. We aim to create an environment that is conducive to learning and without disruption, ensuring high achievement for all. Our expectations are made clear to all students through assemblies, form time and in lessons. Year 7 students will receive information on our sanctions and rewards during their first two days at Graham School through an assembly and during a form time discussion. If you would like to view our behaviour policy it can found at: see school website

**Q. Does the school provide any opportunities for afterschool clubs?**

As a school we are currently reviewing our afterschool clubs. Directors of Learning and Curriculum Leaders will produce a list of afterschool enrichment activities for September which will be posted in form rooms for students to consider. We would encourage all students to partake in at least one club

**Transport and Collection**

**Q. Will the buses drop off my child directly at school?**

Buses will drop off and pick up on the main site adjacent to the student entrance. Buses will aim to leave at 3.15pm each day from September. Time tables and prices for the various bus routes can be found within this pack. Graham School has no control over pick up or drop off locations nor does it have any control over prices.

**Q. Can I collect my child by car at the end of the school day?**

Yes, of course you can. The school day finishes at 3.00pm so collection can be made after that time. Please note that space is very limited on the school site due to staff parking and the allocation of bus bays. Parents must not drive into the staff carparks and must use the bus circle for collection. Due to the space constraints it is however recommended that parents park along Woodlands Drive and that their children walk to meet them.

**Q. Can my child cycle to school?**

Yes, although the safety of our students is paramount. With this in mind, we do request that all cyclists wear an appropriate helmet and that they dismount from their bikes on entering the school site. No bike should be ridden whilst on the school site for any reason. We do provide a covered cycle shed for the use of all students. Bikes should be left secured whilst on site. We would advise that new Year 7 students carry out a few trial runs of their journey during the summer holidays to ensure that they are familiar with the surroundings.