



# ***Transition Information*** **2021**



On behalf of everyone at the Priory School I would like to welcome you to our community.

Your move to secondary school comes during unusual times, however, it shouldn't dampen your excitement and anticipation of becoming a Priory student. You have chosen a school which holds the values of being kind and caring at its core and we will look to support you, in every way possible, on the next steps of your journey. This booklet will give you an insight into the life of school, the people and places you will come to know, and hopefully answer some of those early questions you may already have.

I look forward to meeting you all in person, as soon as we can and watching you develop into Selfless, Self-assured and Successful young people.

Mrs Pope  
Headteacher.





## Welcome to The Priory School

Moving to secondary school can be a daunting prospect; the thought of arriving at your new school can result in feelings of excitement, apprehension and nervousness. It is our goal to ensure you maintain your enthusiasm whilst providing a safe, welcoming, learning environment for you to thrive in.

Please be assured that your move to Priory will be managed very carefully. We realise that many of the day-to-day activities that make up secondary school life will have to be learned, and with the support of your Buddy Mentors, Form Tutor and Head of House, these will quickly become second nature.

## You and your House

Although things are a little different this year, one of the most important parts of your transition will be finding out which House you are in; we will inform you before the end of this term. At the same time, you will know who your Buddy Mentors, Form Tutor, Head of House and your Year 11 Student Executive team are. This mixture of students and staff will be the ones to guide you through your transition and make you feel at home and welcome in your new school environment.



## Your Buddy Mentors



Carefully chosen students from Years 8, 10 and 11 work alongside the Support Hub to provide mentoring and encouragement to students in Year 7. This will go a long way towards making you feel settled and supported. Buddies will help you work through any small problems you have, such as making new friends or finding a classroom; helping you quickly develop your resilience so you can grow into a selfless, self-assured and successful Priory student.

## Your Form Tutor



Your Form Tutor will be one of the most important members of staff throughout your time at The Priory School. Many things will change during your five years with us, but hopefully your Form Tutor will remain constant. You will develop a very special relationship with your Form Tutor; you will see them twice, every day, for registration and Form Time activities and they will quickly become your first point of contact for any issues you may have. Your Form Tutor will monitor your behaviour, attendance, attitude to learning, academic progress and your participation within the House and the wider school community.

## House Student Executive Team

The House Student Executive is a group of elected students from Year 11 who lead the House. The group consists of a House Captain and House Deputies who have different school responsibilities such as performing arts, sports and charity. These roles are very prestigious and are given to students who have given their all to the school throughout their time at the Priory, consistently participating in all House and School events and actively encouraging other students to do the same.



## Head of House

Like your Form Tutor, your Head of House will be a key member of staff for you during your time at The Priory School. They, with help from the Form Tutors and Student Executive, run the House. They will support you in your extracurricular activities, sports and charity endeavours and they will monitor your academic progress and your attitude to learning. Your Head of House leads from the front and fosters a long lasting relationship with every student in their House. They take the reputation of their House very seriously and will ensure the very high standards expected at The Priory School are maintained.



## The House System

## Your House, Your Form, Your Family.....

The House System is a fundamental part of school life. Led by your Head of House, House Captain and Deputies, and supported by Form Tutors, the House will provide you with support, care and guidance. From the very start of your time at The Priory School you will join your House community, which you will come to regard as your family, overseen by a team of Year 11 students. The team spirit that builds (which can sometimes be fierce) creates a strong sense of loyalty and belonging. The House System will enable you to contribute and to support others in your House, in turn leading to them growing in confidence. Please find welcome messages from each of the Heads of House; you can revisit the message from your own Head of House when you find out which House you are in.

### Hawking, Ms Gerard

In Hawking House we are very much a family, and we follow the school expectations of work hard, play hard, and be good people. My utmost expectation is that in joining the House you will be kind and respectful to all members of the school community.

You will probably have worries about moving from primary to secondary school, and I hope that you will be reassured that we have many people here to support you, including our Year 11 Buddy Mentors and your Form Tutor.

In Hawking House we have a strong belief that taking part is one of the most important things we can do; no matter where your talents lie we would like you to take part in as many activities as possible. I look forward to seeing you joining in and really making the most of your time at The Priory School.

### Parks, Mrs Heath

Welcome to Parks House, or Team Orange as we are affectionately known. I am honoured to be your Head of House and to help you transition from Primary into Secondary school. At Priory we have lots of people to help and support you in this very exciting, yet possibly daunting time. This includes me, your tutor and a student team made up of both Year 8 and Year 11 students.

The school ethos of play hard, work hard and be good people is key to all students at Priory. Within Parks House, you will be encouraged to do your very best, take opportunities to discover hidden talents or further develop the talents you have and support others in doing the same.

I am really looking forward to meeting you all in September, to begin this new chapter together!



## King, Mr Walters

Welcome to King, your school family for the next 5 years as you make your journey through secondary education. This may seem a very daunting thought for many, but that is very natural when starting something new. Within King House, you have so many others, such as friends, Buddy Mentors, Tutors and myself who are more than willing and able to help you make this transition seamless, and exciting.

The School's expectations are that our students work hard, participate fully in school life and make good choices. Within King, this is certainly something that we strive to achieve for ourselves, as well as helping others do the same. Taking part and getting involved are key elements to meeting our expectations, as well as being a pathway to success and feeling that sense of fulfilment. I will encourage you all to take part in every activity going, whether ones you have a natural talent for, or those where you are completely out of your comfort zone, and it is often these where your character will develop the most. I look forward to seeing you join in, work hard and have fun on your journey.

## Frank, Mr Austin

I am delighted to welcome you into Frank House. You will notice a lot of changes moving from primary to secondary school, and some of you will find these changes easier than others. Whether this transition comes naturally to you or not we are here to support you every step of the way. We have a fantastic team in Frank consisting of myself as your Head of House, your House Captain and Deputy Captains in Year 11, your Buddy Mentors and of course your Form Tutor. If you ever have issues or concerns no matter how big or small, we are here to help. The House system at Priory really is the heart and soul of the school. Frank House will become part of your identity throughout your five years here, and you should feel extremely proud to be a part of the family. Throughout every school year we put on several house events and competitions where you compete for your House. Participation in these events is absolutely crucial, and will be greatly encouraged by the House team. It is these events that will define your time at Priory, and the enjoyment you will have taking part in these will provide you with the fondest of memories and strongest of life skills when you leave us after Year 11.

## Nightingale, Mrs Alexandre

I am delighted to welcome you into Nightingale House and look forward to working with you, to support your education, personal development and well-being during your time at The Priory School.

The move from primary to secondary school is an exciting and significant milestone in your education and can invoke a mixture of emotions. I understand that this period of transition can be unsettling, so wanted to take this opportunity to reassure you that, with the support of your Buddy Mentors and Form Tutor, you will make a smooth, positive start to life at The Priory School. In Nightingale House we take pride in our ability to make everyone feel welcome, valued and confident enough to participate in a wide range of House events and activities. I am looking forward to getting to know you as we embark on your new journey together.

## Attenborough, Mr Dalgarno

I am excited to welcome another year group into Attenborough House and look forward to supporting your progress through school, encouraging you to achieve your very best, every step of the way.

Here at The Priory School, we pride ourselves in being able to provide a range of opportunities for all students to succeed. This means every one of you begins a journey, in September, rich in chances to challenge yourself, discover wonderful talents you haven't realised yet and to create memories of experiences that will live with you forever.

In Attenborough House, we value commitment, involvement and teamwork. It is our aim to make every student feel welcome and be reassured that you will not begin your journey alone; you will have Buddy Mentors from older year groups supporting you and a House Tutor you will see every day to help you make a smooth transition to life as a Secondary School student.





## Uniform

The Priory School considers uniform to be important for all its students in order to foster pride in the School and its work, encouraging a sense of belonging to the School community. The uniform also provides a sensible, practical and safe form of dress for school, and helps to establish a positive image of the School in the wider community. All Students wear School uniform; all clothing and other personal belongings must be clearly marked with the student's name.

The Priory school Uniform is not gender specific, any student can choose to wear the following



### Everyday wear

This is just a summary of key items. For more details, please refer to the Uniform Policy on the School Website: <https://priory.tpstrust.co.uk/parents/school-policies-statutory-information/>

Green Sweatshirt with School Logo\*

White shirt, plain design, long or short sleeves, no more than one pocket. To be worn with all buttons done up. The Priory School Tie\* must be worn when choosing to wear this style of shirt.

OR

Open neck (revere) white blouse, plain design, long or short sleeves (School tie is not to be worn if wearing the blouse).

Black school trousers. Trousers must be of a design and material appropriate for school wear. Cords, jeans or trousers made of any kind of flannel, denim or denim look fabric are not permitted. Trousers must be full length, plain black, straight legged and not fitted. They must be without big buttons or zips and without external (patch style) pockets. Leggings, hipsters, cropped trousers and trousers with splits are not permitted; patterned material is not allowed).

Green skirt (choice of 3 styles - must be on or below the knee)\*

Plain black tailored shorts. Shorts must be knee length and of a design and material appropriate for school wear. Cord, flannel, denim or denim look fabric are not permitted. Shorts must be straight legged and without big buttons, zips.

Plain black school shoes; leather/leather look with maximum 5cm rise. Trainers, sport shoes or any kind of canvas shoes are not permitted; this includes black trainers and Converse-style shoes, in either leather or fabric. School shoes must be plain black with no motifs or logos, coloured stitching or reflective areas. Students are not permitted to wear boots in school.

Plain black belt with small, plain buckle (optional)

Plain black or white ankle socks

Neutral/black plain tights.



## A Typical Day at The Priory School

Recently, due to the Coronavirus, life at school and at home has been, for many of us, turned upside down. We hope that we will revert to normal school procedures soon. To help you prepare for what a normal school day looks like, we would like to show you how our day is divided up.

## Getting Around

We know that a major concern for many new Year 7 students is, "How will I find my way around?" We hope that by now you have watched our transition video on the school website and have enjoyed "meeting" some key members of staff and being shown around the School by Mr Bucknall, Assistant Headteacher in charge of Student Welfare. To help alleviate these fears further, please familiarise yourself with the layout of the school using the map below.



### How is the school day structured?

Students must be on site by 8.30am.

8.35am - 8.40am - Registration with Form Tutor

8.40am - 9.40am - Period 1

9.40am - 10.40am - Period 2

10.40am - 11.00am - Break

11.00am - Noon - Period 3

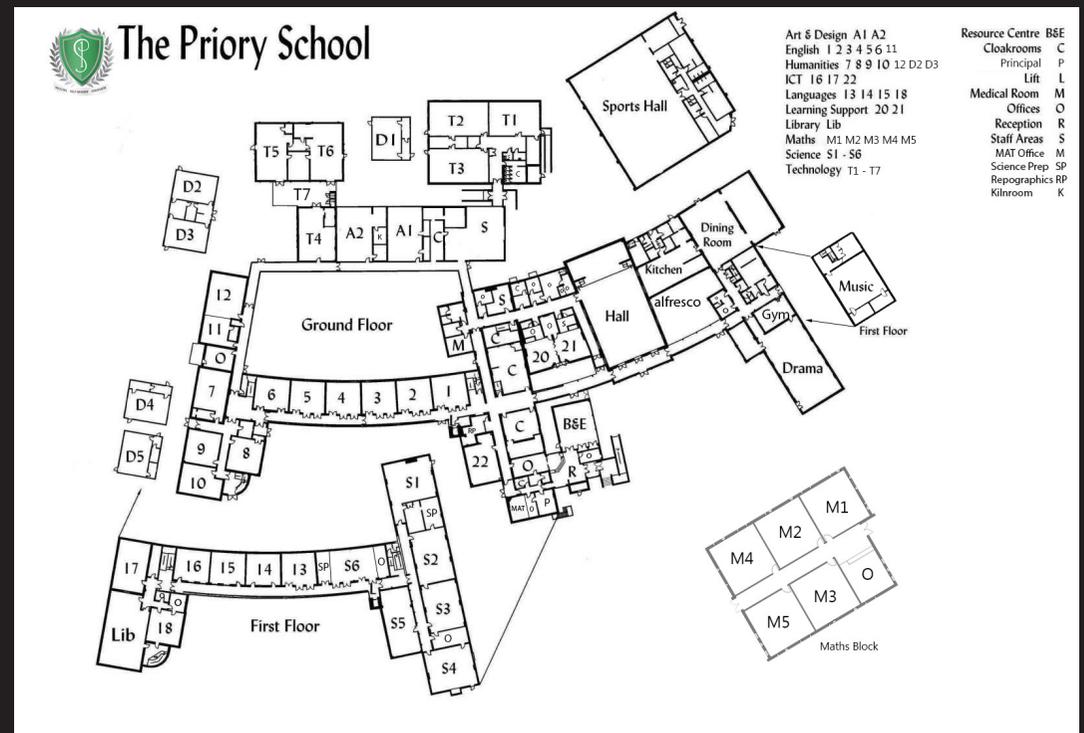
Noon - 12.40pm - Period 4

12.40pm - 1.40pm - Lunch

1.40pm - 2.00pm - Registration and tutor period

2.00pm - 3.00pm - Period 5

3.00pm - End of school day



# Frequently asked Questions



## What happens at break and lunch time?

As a Year 7 student you are expected to be outside during break and lunchtime when the weather is fine. During wet and cold breaks you are allowed to use your own form rooms. Year 7 students have their own designated quiet outdoor area (the quad) which you are able to use during your first year at The Priory School.



## What happens on my first day in September?

You will need to be in school by 8.30am on the first day of term. You should go to the main hall via the playground, where your Year 11 Buddies and Senior Staff will be there to guide you. You will finish school at 3.00pm. This may change due to current circumstances, which we will tell you about.



## Am I able to bring in and drink water?

You should bring a recyclable water bottle to school. Students are allowed to drink water during lessons, and around the school site.

## What do I do about bullying?

Thankfully, bullying and unkindness are rare at The Priory School; we take bullying extremely seriously and there are lots of people who you can talk to if you have any concerns. It is really important that you talk to someone you trust if you encounter any sort of unkindness.



## Can I bring a mobile phone to school?

Many students bring mobile phones to school. Students must keep them switched off and away in their bag in school, unless directed to do otherwise by a member of staff. Students must take responsibility for keeping their phones safe.



## How should I travel to school?

Most students make their way to school independently, either on foot or by bike. If you are driven to school you must be dropped off outside the school premises. It is very important that you behave safely and sensibly on your way to and from school and respect each other, and members of the public.



## What, where and when can I eat at school?

Using money in your account, you are able to buy a variety of good quality food from the dining room during break and lunch time, or you can bring in a packed lunch. Year 7 students have their lunch slightly earlier than the rest of the school for the first two terms. **You are only allowed to eat in the dining room.**

# The Support Hub

We have a super support network at The Priory School. If you have any concerns you should speak to your Form Tutor in the first instance, who will either be able to deal with the issue, or refer you to one of our specialist support services. A lot of these services can be found in the Support Hub; hopefully you have seen the Transition Video on the School website so you know all about the people in the Support Hub and what they do. As well as the Support Hub, we work very closely with other organisations that are available should you need them.

## Learning Support, Mrs White

Hi, my name is Mrs White

I am the SENDCo and my job is to support you with any educational needs that you may have. We have a Support Hub, which is student support and learning support combined and we work very closely together. The Support Hub is open at breaks and lunch if you feel alone, anxious or upset in any way. I have a team of teaching assistants to support me and I am always on hand to answer any questions you might have – no matter how silly you think the question is.

## Student Support, Tony Walters

My Name is Tony Walters

I am not a teacher or a TA; we call ourselves Student Support and my job is to help students have a happy and productive life while they are at The Priory School.

Many students come to The Priory School and do not meet me as life runs very smoothly. However, becoming a teenager, and growing into a young adult can sometimes be tricky.

I have lots of experience in helping teenagers negotiate life when it becomes difficult, and working with others, particularly Liz and Lizzie, the Heads of House and friends and family. We can always find a way through, you only have to ask.

You can come and see me any time either in my office or while I am out and about at break or lunch. Occasionally we need to call on other people outside school to help (see info on Jade and Matt) and I can refer you on to them.

Coming to The Priory School is always exciting but this year will be even more so as your last term at primary school has been disrupted by lock down, meaning a new start, at a new school, will be brilliant. I look forward to helping you make that change.



### Student Support, Lizzie Robey

Hello I'm Lizzie. I'm the Pupil Premium Mentor at The Priory School, I also teach Yoga and Mindfulness and I'm part of the safeguarding team.

We are really looking forward to you joining The Priory and can't wait to welcome you into school. Things are going to be a bit different for everyone going forward, but rest assured that The Priory School is a caring community where we all help one another, staff and students alike.

My tip for transition – Starting a new school can feel anywhere from exciting to nerve-racking, or maybe both at the same time. However you are feeling, please, remember that you are not alone and we are looking forward to helping you settle in.

### Matt Smith - Smash Life

Hey, my name is Matt Smith and I work for Smash Life. I work with young people to help them when they need it and give them the skills to overcome hurdles in their life. At the weekends I am a full-time musician who gigs in a band around the UK regularly. I have also grown up in the care system where I went through some tough times and didn't have anyone to talk to, so I want to be that person now for you, if you feel you need it.

At Priory School I offer a friendly listening ear to students in a nice relaxed room to make you feel comfortable to open up and talk about anything that may be bothering you. I will not judge you as I have made mistakes in my life and am not perfect. I will simply listen and offer any positive advice if and when you feel you need it. I will always be honest and try and make the sessions fun, informative and a positive place we can work through problems together.

Tip for dealing with transition - remember nothing stays the same in life, we are always facing new challenges along the way. This is how we learn and evolve. Sometimes we need to stop if we are struggling and ask for help. It is not a sign of weakness to ask for help as there will always be someone you can turn to. From every experience you go through you will always learn something new about yourself.

### Student Support, Liz Tinsley

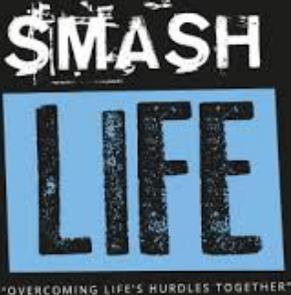
Student Support/Pupil Premium Champion/Looked After Children Coordinator/Safeguarding Lead

Tip for transition - don't worry about which house you will be in, you will make new friends and everyone mixes in.

### Jade Taylor– School counsellor

Hello I'm Jade. One of the school Counsellors here at The Priory School. If you come to see me, I will offer you a safe place to talk about what's bothering you and help you feel better about things.

When you first come to the school you might be feeling nervous or worried. It's ok, that's normal. But remember, everyone else is probably nervous too. So be brave and say hello because you never know how much that may help someone who is really nervous and you may even make some new friends.





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