



**Y6 Transition Booklet  
Support for Learning Team  
Ecclesfield School**

# Welcome to Ecclesfield School

This booklet has been designed with you in mind. We hope that you find it useful.

On your first day you will go to Lady Mabel Hall (pictured below)



When you arrive at the car park, you will see where you need to go –

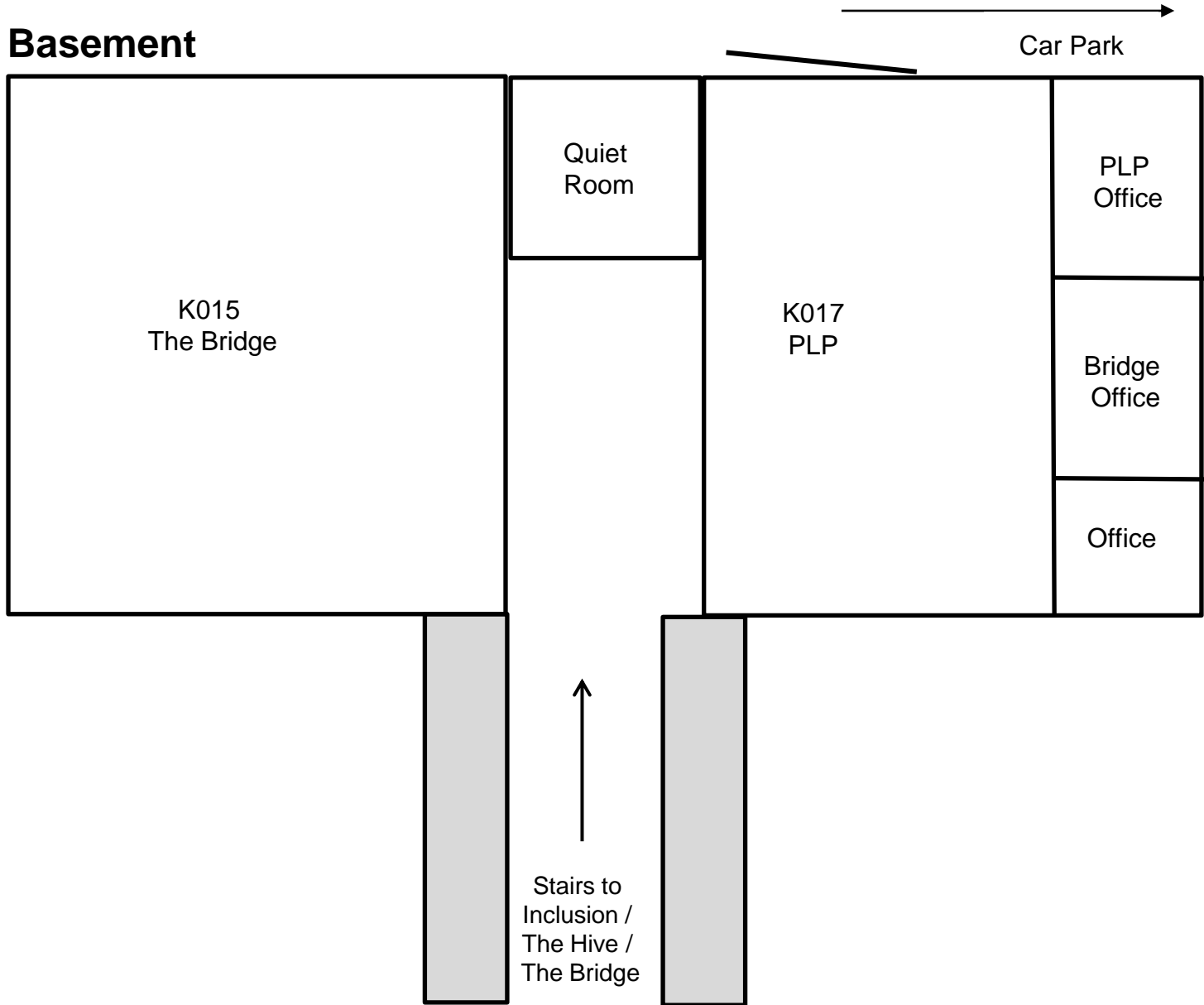
If you come to school on your bike, this is where you need to go – The Bike Shed is at the back of the Science Block. From the car park, go up the side road, and around



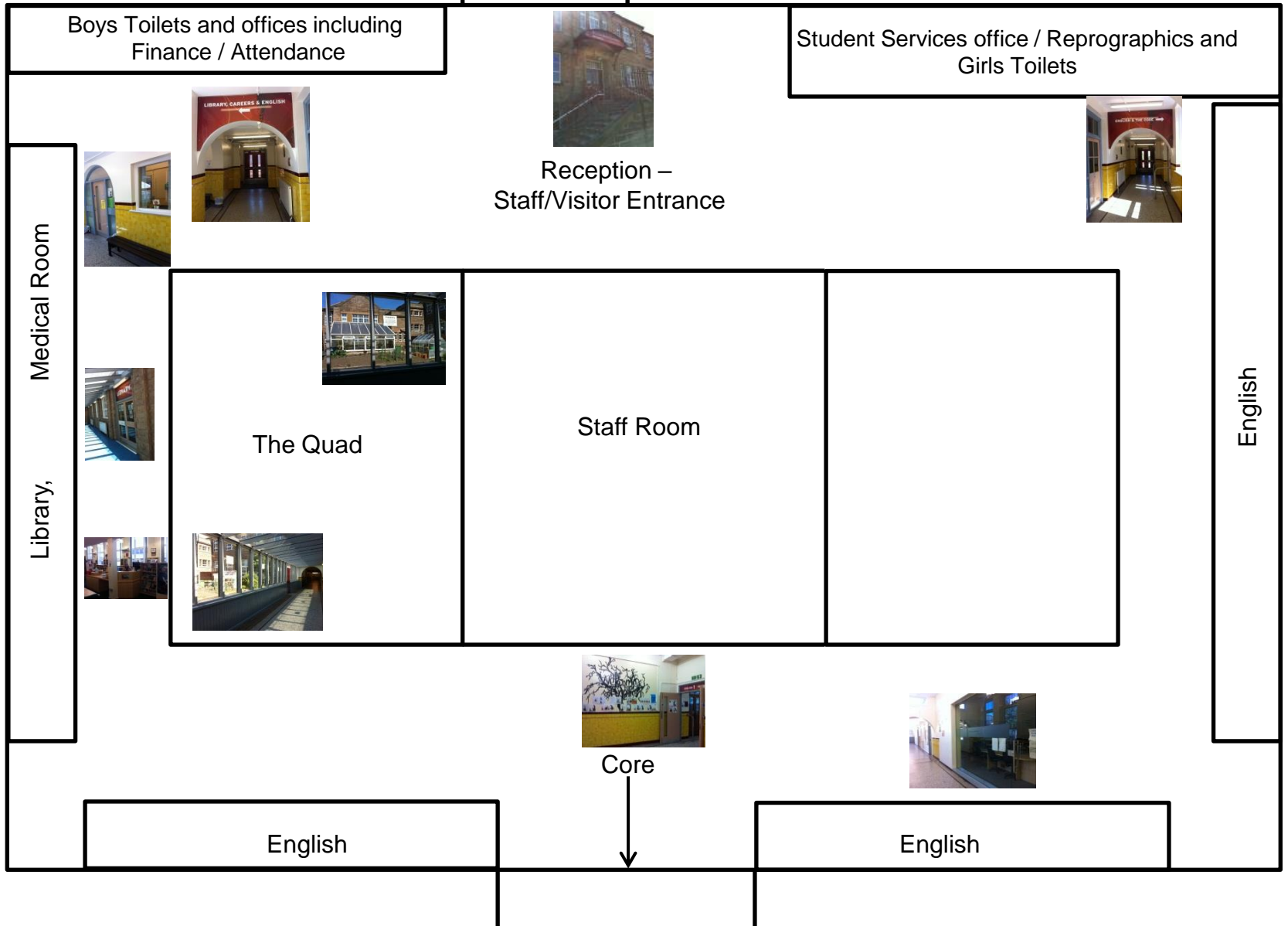
At 3:10pm when the school day has finished, there will be staff in the car park to help you with the bus stops.

Your safety is extremely important. Look for the signs so you know where to go

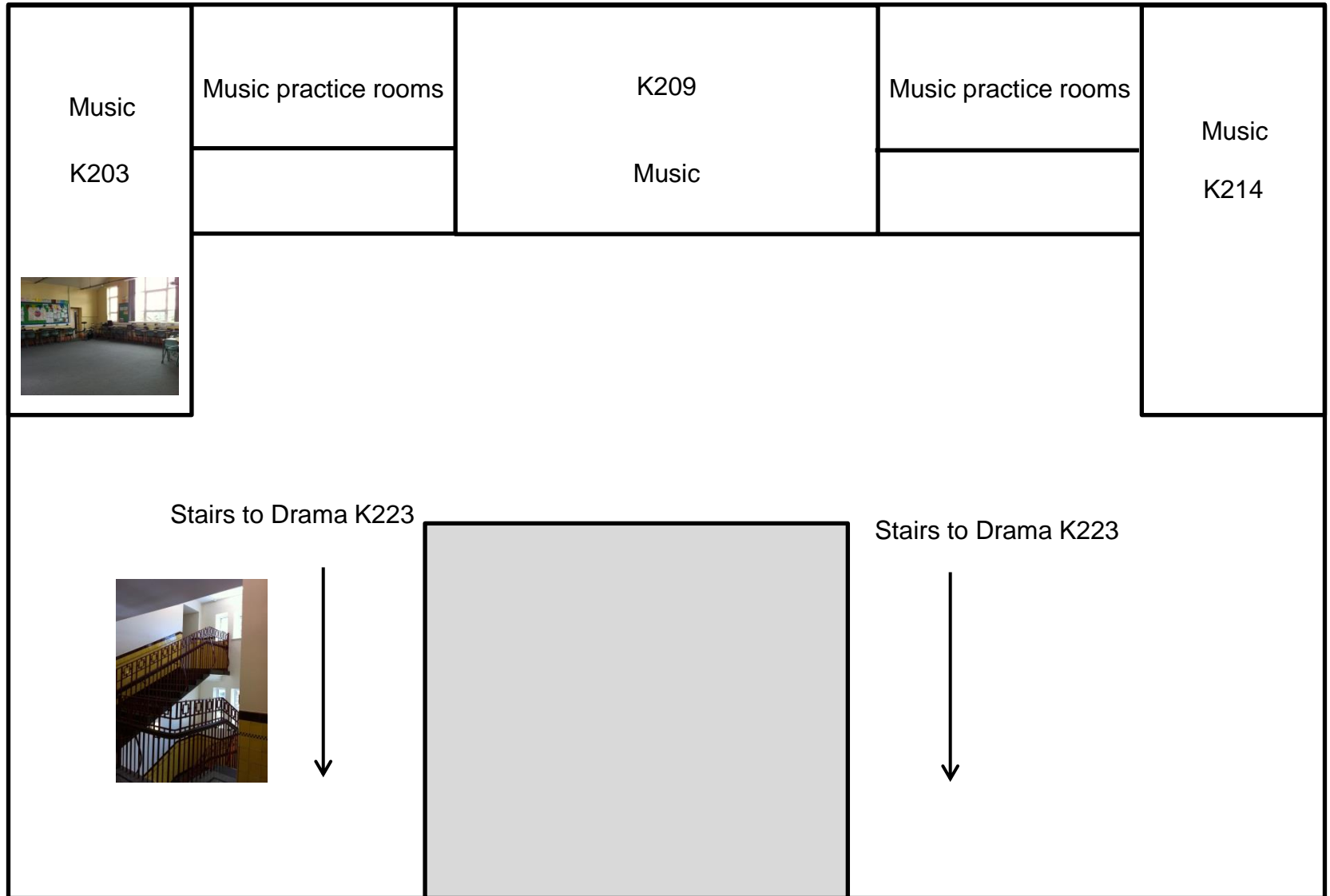
# Keppel Basement



# Keppel Ground Floor

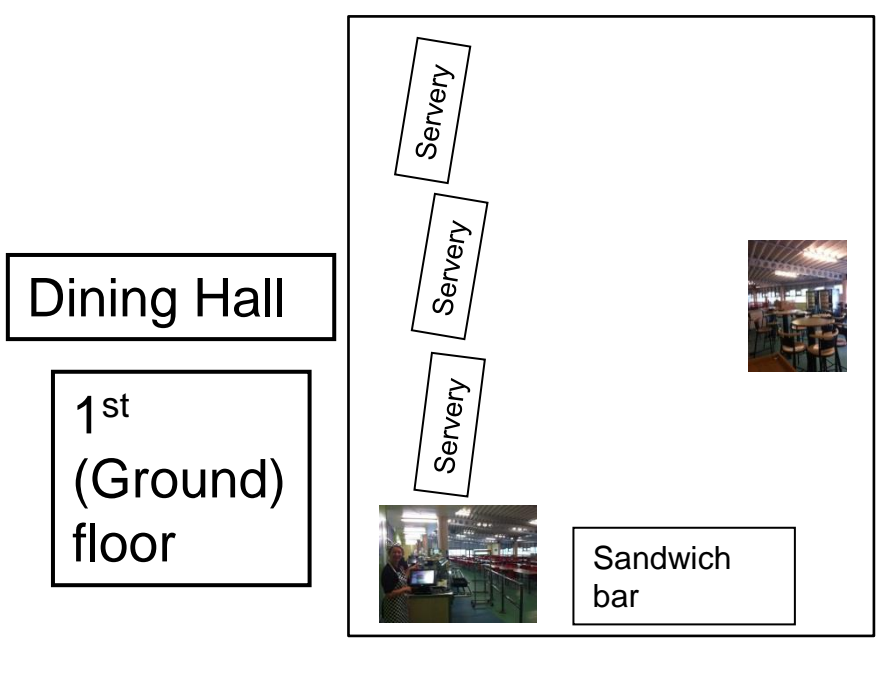
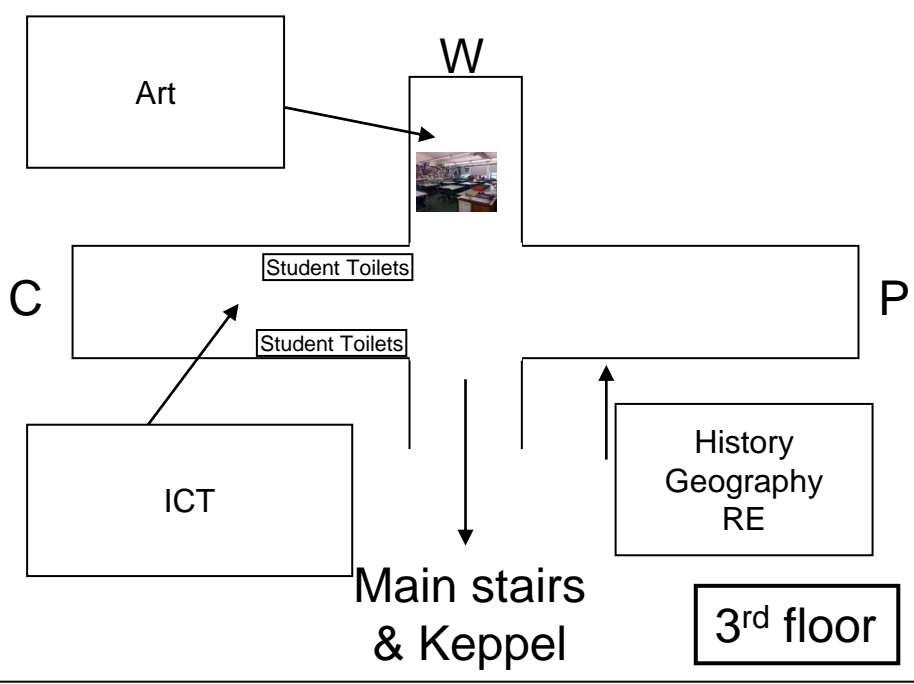
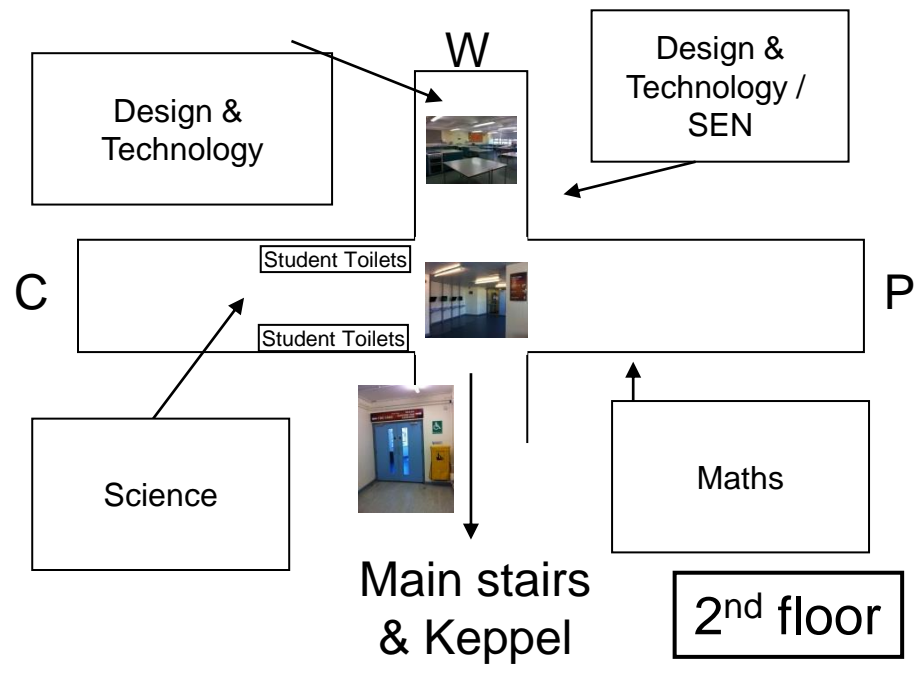
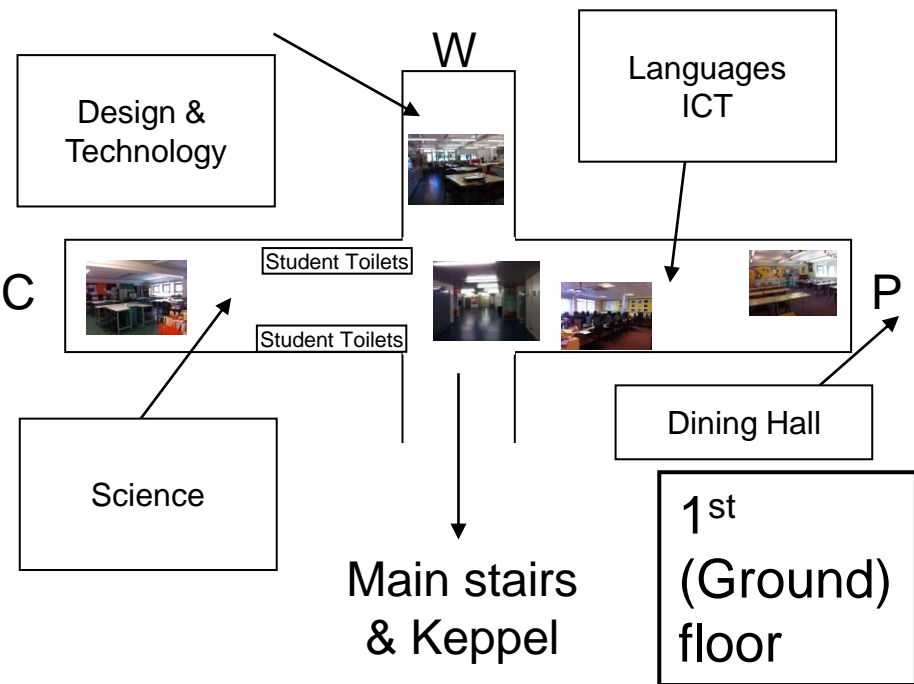


# Keppel 2<sup>nd</sup> Floor



# Keppel 2<sup>nd</sup>/3<sup>rd</sup> Floor





# The school Day

Registration	8:40 – 9:00am
Period 1	9:00 – 10:00am
Period 2	10:05 -11:05am
Break	11:05 – 11:25am
Period 3	11:25 – 12:25pm
Period 4	12:30 – 13:30pm
Lunch	1:30 – 14:10pm
Period 5	14:10 – 15:10pm

There are many after school activities you can be involved in. These normally run from 3:10pm. Look out for a sign like this one -

The SFL Homework Club is on every day 3:10-3:40pm in The Hive



# Example timetable

Ecclesfield School works on a two week Timetable

	1Mon	1Tue	1Wed
1 PE	Geography	PE	AA
2 AA	RE	French	
3 Technology	Computer Studies	English	
4 PST W109	Maths	History	
5 RTE Conference Room	Science	Geography	

This is how your timetable will look

	2Mon	2Tue	2Wed
1 Technology	English	Science	
2 SV C209	Art	PSHE	
3 Maths	PE	Drama	
4 English	Geography	English	
5 RTE Conference Room	Maths	Music	

If you prefer a visual timetable we can help you make one that looks like this

Timetable Week					
1	Mon	Tue	Wed	Thu	Fri
1	Art	History	Science	Geography	History
2	Maths	ICT	Spanish	Music	English
3	RE	Technology	English	Games	PE
4	English	Spanish	Art	Maths	PSHE
5	Science	Drama	Technology	Spanish	Science
3pm					

Timetable - Emily Hughes 7L					
2	Mon	Tue	Wed	Thu	Fri
1	Drama	Technology	Science	Spanish	PE
2	Music	Maths	Technology	Games	Maths
3	Spanish	History	ICT	English	English
4	Maths	Geography	Maths	Science	PSHE
5	Science	RE	English	Art	Geography
3pm					

# Key people



Mr Walkden  
Headteacher



Mr Evans  
Deputy Headteacher



Ms Melody –  
Deputy Headteacher

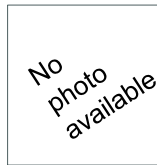
## Assistant Headteachers



Ms McCoy



Mr Willson



Ms Tiffin



Mrs Tasker



Ms Johnson



Mr Hill

# Key people - continued



Mr Beevers  
SENCo



Miss Marshall  
Deputy SENCo



Ms Benson  
Manager of Additional  
Learning Provision



Mrs Woodhouse  
Admin Asst Inclusion

## Learning Support Assistants



Miss Charles



Mrs Baranowski



Mrs Howe



Miss Hartley



Mrs Jones



Ms Wells



Mrs Bingham



Mrs Hughes



Mrs Briscoe



Mrs Marsden



Miss Jackson  
Progress Leader – Y7



Mrs Barry  
Medical Officer

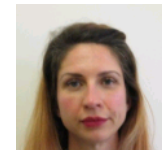
## Safeguarding Team



Mr Booth  
Safeguarding



Mr Bell  
Safeguarding



Miss Cake  
Safeguarding

# Things I may need to Know



## Breaktimes

### **What happens at break times?**

The bell will go and I have 20 minutes to get something to eat and get to my next lesson.

### **When is breaktime?**

It is at 11:05am – 11:25am

### **Where can I go?**

- The Canteen (Dining Hall)
- SEN Break Club – Learning support staff
- The Library

## Lunchtimes

### **What happens at lunchtime?**

The bell will go and I have 40 minutes to eat my lunch and see my friends

### **When is it?**

Y7 lunch is 13:30 – 14:10

### **Where can I go?**

- The Canteen (Dining Hall)
- Lunch Club – SEN Staff
- The Library
- Other activities in school (have a look at the boards around school for ideas)

### **Paying for lunch**

I put money on my “finger” via the machine on the ground floor or second floor. I pay at the counter using my finger

### **Where to sit and eat?**

I can sit with the other Year 7’s in the dining hall. There is a separate door for year 7’s to enter and leave.

# Things I may need to know



## Homework

### **How are planners used?**

Planners are used to write homework in, put merits and minus in and for parents to sign on a weekly basis.

### **How much homework do you get?**

I will probably get homework everyday so I will need to check my planner every day after school to make sure I complete it.

### **Is there time to do homework in school?**

I can go to the homework club every day after school from 3:10pm to complete homework or I can go to the library.

# Useful information



On the ground floor and first floor of Core you will see these machines. This is where you add your lunch money to your account

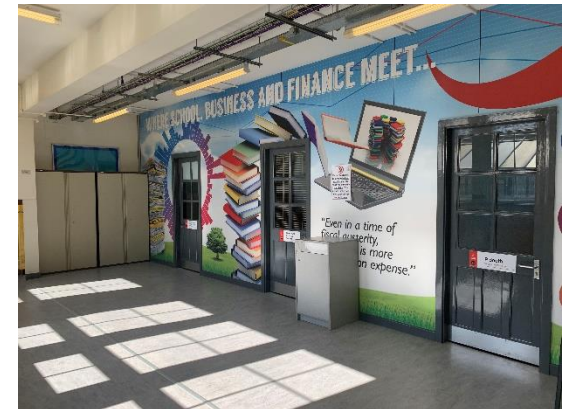


Keep looking at the notice boards around school. They change all the time and will tell you about all the exciting things happening around school

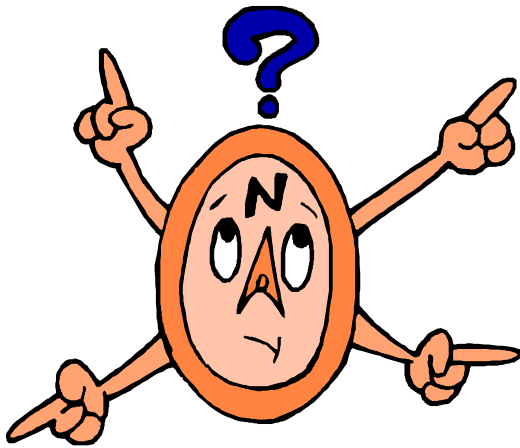


Student support. Where you will sign out for appointments, sign in when you are late, and where you would collect a replacement planner etc.

Finance office to pay for trips, productions, etc

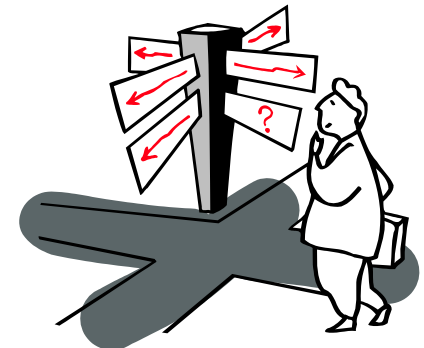


# Cue Cards



<p><b>I can't find my way to class</b></p> <ul style="list-style-type: none"> <li>• Look at map</li> <li>• Ask someone in my class</li> <li>• Ask a teacher</li> <li>• Ask at Student Services</li> </ul>	<p><b>I have arrived late</b></p> <ul style="list-style-type: none"> <li>• Before 9:10am - Go to form, your teacher will mark you as present</li> <li>• After 9:10am go to student services to be marked present</li> </ul>	<p><b>I have forgotten my homework</b></p> <ul style="list-style-type: none"> <li>• Tell my form tutor</li> <li>• Tell the subject teacher when I get to lesson</li> <li>• The teacher will tell me what to do</li> </ul>
<p><b>I have a problem</b></p> <ul style="list-style-type: none"> <li>• Speak to my form tutor</li> <li>• My form tutor may send me to my Head of Year / Pastoral Leader</li> <li>• If none of the above are available I go to Student Services</li> </ul>	<p><b>I feel ill or am hurt</b></p> <ul style="list-style-type: none"> <li>• Tell my teacher</li> <li>• Go to Mrs Barry the medical officer</li> <li>• If Mrs Barry is not in her room I need to go to Student Services</li> </ul>	<p><b>I have lost something</b></p> <ul style="list-style-type: none"> <li>• Think about when I last had it</li> <li>• Check the last place I think it maybe</li> <li>• Check to see if it has been handed into lost property at Student Services</li> </ul>
<p><b>At break I can go</b></p> <ul style="list-style-type: none"> <li>• To the library</li> <li>• To breakclub</li> <li>• To the canteen</li> <li>• Be with my friends</li> <li>• I need to be at my next lesson 5 minutes before the lesson starts</li> </ul>	<p><b>At lunch I can go</b></p> <ul style="list-style-type: none"> <li>• To the library</li> <li>• To lunch club</li> <li>• To the canteen</li> <li>• To an activity if I have a pass</li> <li>• I need to be at my next lesson 5 minutes before the lesson starts</li> </ul>	<p><b>Who do I see about getting passes for clubs</b></p> <ul style="list-style-type: none"> <li>• My Form tutor</li> <li>• The staff member running the club</li> </ul>

Cut these out and put in your planner, or on a key ring if you think it will help



# We asked some students what they thought about transition last year – here's what they had to say....

A Y11 student's journey through  
Ecclesfield

We got to know each other and we did fun games.

I enjoyed it because I got to know some teachers

Transition is a good thing to do because the people are coming to see the school and what it is like, before they start

I met other people and it was really fun

I enjoyed learning where I was going and meeting new students

EXTRAORDINARY amazing  
COMPLETED a STUNNING JOURNEY  
CAUSED everyone to smile like the sun  
LAUGHING all the way  
EXTRAORDINARY TEACHERS  
SURPRISINGLY sensational  
FUNNY time and HAPPY MOMENTS  
INTENSE moments  
EVERYONE is amazing  
LOTS OF awesome friend and staff  
DEVASTATED to be leaving

Michael O

21/5/21





# We are extremely lucky here at Ecclesfield, as we have lots of outside space -



We are very proud of our school. Keep it clean and tidy – put your rubbish in the bins provided!



This booklet was designed and created by M Benson & J Woodhouse  
Support for Learning Department, Ecclesfield School 2016

V10 2024