

Transition information for Year 6's

Dear Year 6 students

I had the privilege of meeting lots of you this term but it is such a shame that I did not get to complete my visits and talk to everyone about the move to College in September. Please do not worry though as I hope to be able to catch up with you in the summer term. Until then I have put together some information for you to read, this is what I would normally say to you on my visit. If you have any questions about transition that I have not covered in this information then please email sarahr@launcestoncollege.org.uk. and we will get back to you.

Things to know about College

1. College is a big site, we have about 1300 students in years 7-13. Although a big College we are very friendly and really good at helping Year 7 to settle in. Lots of people will want to help you. Some of you may be worried that you will get lost and of course this may happen but you will know what to do and where to go to get help. You will be able to use your map to get around and practise this at the start of term. If you get stuck then just ask someone, everyone will want to help. You will not be in trouble if you are a little late to lessons as we understand. You are not expected to know everything as you will be new. Most students feel confident to make their way around by the end of the first week.
2. At College you will have a different teacher for each subject and will have to move around the College using your timetable to get to your lessons. You will get to practise this plus you will all be figuring this out together. Below are the timings for the College day.

08.45 Bell rings, students should be at their tutor room.

08.50 Registration with tutor

09.10 Period 1

10.10 Period 2

11.10 Break

11.30 Period 3

12.30 Period 4

13.30 Lunch

14.15 Period 5

15.15 end of day

15.25 buses leave

3. You will be with us for 2 days on Monday 13th and Tuesday 14th July and this will give you a true taste of life at Launceston College. On these days you will officially be in Year 7 but you should still wear your primary school uniform. We will have guides to help you around and take you to all your lessons, show you where things are and help you to use the canteen. You will be using your actual timetable so you will get to experience your lessons. We will also take your photographs and scan your thumbprints in preparation for September. Don't forget to return your thumbprint permission slips. There will be another opportunity to have this done in September.

4. You will be part of a Year 7 tutor group who will study either French or Spanish. There is a letter on the website about this. Please only choose a language if you have a strong reason for doing so. You need to understand that choosing a language may mean that you are not in the same tutor group as a friend you hoped to be with, just something to be aware of.
5. Your tutor will be a very important person for you; they will greet you every day, register you and teach you for at least one lesson a week. They will hopefully see you through all 5 years at Launceston College and get to really know you as an individual, acting as an advocate for you and a person who you can seek support from if you need it.
6. We will put you in a tutor group with at least one person you know in order to help you. However we can't guarantee you will be with friends and some people will want to come to College to make a fresh start as well. One of the reasons we visit Primary schools is to learn lots about you from your teacher, how well you are doing, do you work hard, behave well etc. Tutor groups will have between 25 – 30 students and be made up of a mix of students from different schools, girls and boys and different abilities. Coming to College is an opportunity to meet new people so please do not request to be with your friends, you will still see them and share some lessons with them.
7. You will also be part of a House that will be made up of 2 Year 7 tutor groups, 2 Yr 8 etc. called Causley, Hepworth, Rescorla or Trevithick. You will have a Head of House (see list below) and a Deputy Head of House and a Pastoral person to help you settle in and because you will be part of a large House of mixed years, you will have lots of people looking out for you. 6th form students wear House coloured lanyards so that you can spot them, as do all staff in your House. There is automatic sibling affiliation to Houses, that means you will go into the same House as your youngest brother or sister. Lots of you will already know which House you will be in.

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| Causley | Mr Paul Daymond (PKD) |
| Hepworth | Mr Tom Lyle (TL) |
| Rescorla | Miss Samantha Hendy (SH) |
| Trevithick | Mrs Emma Thompson (EJT) |

8. You will be told what tutor group and House you will be in on the 6-7 Parent's Evening on Thursday 9th July. There are lots of exciting House opportunities and challenges for which you can earn House points. Your contribution to your House really matters and could result in you winning the House Cup which is awarded at the end of every term. We will automatically give you 100 points for your achievement if you are on target, 50 points for excellent attendance of 98% or above. We want you to contribute in some way to the life of the College, so you could become a House leader or even a House Captain in the future. All your Praise Points will also be converted to House points so the better you do the better your House will do.
9. Clubs and Performance Academy – there are lots of clubs and activities on every night. You will get the details once you start. There is free transport available if you live 3 miles or more away from the College. Please do get involved and make the most of these opportunities.

10. What we ask of you is very simple – that you come to College each day ready to learn and do your very best. We are very proud of our students and what they achieve; students work hard and are well supported by their teachers. We expect the very best from everyone, no matter what your ability. We will encourage you and look for you to be involved in your lessons and your learning; we hope that you will be happy with us.
11. Uniform – uniform is important to us, we want you to look smart and business like. On your transition days please wear your Primary School uniform – smart and business like. **We will provide lists to your parents on the 6-7 evening on 9th July. If you would like to know more then visit the Uniform section on our website.**
12. You will be able to organise yourself and your homework using our eContactbook. This is an on-line planner, staff will set you work and expect you to do it and hand it in on time. You will normally have a week to do your homework, sometimes longer if it is a project. Yes you will have to complete home learning, about an hour per night. If you struggle we will help you, there is a homework support session on for an hour each evening Monday - Thursday. The eContactbook can be accessed in College and at home. Your parents will also be able to monitor your homework online.
13. When you get into trouble you will be given a sanction 1, 2 or 3. All of this information is recorded and followed through so you may find yourself in a short detention with your teacher (sanction1) or if for example you do not heed the warning of the sanction 1 then you will have to complete a 20-minute detention with the head of that subject (sanction2). We do not tolerate bad behaviour from anyone and we aim to provide lots of support to help students get things right. Sanction 3's are served in our internal exclusion room – this sanctions is for behaviour that is totally unacceptable.
14. We do not accept bullying in College and ask that you tell someone, your tutor, a teacher etc we will deal with it and punish bullies.
15. Mobile phones are not to be used in the College building. If you use them or if they go off in lessons then they will be confiscated. If you do have a phone then we don't want to see it or hear it. If you have a phone I would recommend that it is turned off in your bag and get it insured; the College does not accept responsibility for these sorts of items.
16. We will seek to praise you whenever possible; teachers award about 3 points per lesson to individuals who have completed excellent work. We run a praise point reward system, all your points will go towards your House total. Points will be added up at the end of the term and your tutor group may win the chance to share a breakfast as a treat together and for every 10 points you gain your name will go in a draw for a special prize. You can also use your own points to buy items from a Praise shopping list. So points really do mean prizes!! You will gain extra points if you enter a House competition.
17. Thumb print recognition/Cashless catering – there is a letter on the website which you will need to get signed and return. We have scanners in College so that you do not have to bring money to school. Simply choose your food, scan your thumb and they will deduct the money from your account. Parents will be able to pay money in online and Free School Meal allowances will automatically be placed in your account.
18. There is an exciting opportunity to go on a residential trip on Dartmoor with your tutor group and tutor in October, everyone will be supported to go. The residential is a

great chance to get to know each other and learn what is expected of you at College. Current Year 7 had an amazing time this year and gained a lot from the experience, making lots of new friends and getting to know everyone in their House. It helped them to understand that when faced with challenges they can overcome them. You may remember them talking to you about their experiences and how much they were enjoying College when they visited you in Year 5.

19. The APLUS award is an on-line scrap book of all of the things you do in College and outside. It allows you to log these, they are then verified by an adult and you can earn your Tin award at the end of Year 7. We are an Adventure Learning School so there will be lots of opportunities to challenge you and chances to try new things that test your team skills and resilience.
20. The Summer School invitations will be coming your way soon. Again, this is a great chance to experience the College and meet lots of new friends. Everyone who attended last year benefitted from it. Starts Monday August 10th.
21. We very much look forward to seeing you in July for the two transition days.
22. Mrs Rowland and I will be working really hard to ensure you have everything you need to help you and that you do not miss out whilst you are not attending school. We may need to do things slightly differently but please do not worry about that change is good and you will be fine.

Take care and sending you and your family my very best wishes.

Mrs Rash

Assistant Principal KS3