

TIBSHELF COMMUNITY SCHOOL



STUDENT TRANSITION PACK

ALTA PETE
"AIM HIGH"



www.tibshelf.derbyshire.sch.uk - 01773 872391

Content Page

Welcome
Our School Motto
Personal Development & Character Values
The School Day
Your Year Group
House System and Form Time
Uniform and PE Kit
Lesson Expectations
Home Learning
Attendance
Mobile Phones
Behaviour
Rewards
Literacy and Numeracy
Enrichment and Extra-Curricular
News and Updates
Who to Contact
Key Staff

Message from Headteacher

I would like to warmly welcome you all to Tibshelf Community School and the beginning of an incredibly exciting journey. Starting a new school is a very exciting time and I am looking forward to meeting you all in the coming weeks. It is fantastic that you will be able to attend a transition in person at our school as this gives you a chance to really experience life at secondary school and meet lots of new teachers and friends. You will also be completing academic work in your primary school that will help to prepare you for key stage 3, so I encourage you to work very hard in this.



Please use this pack to prepare for life at Tibshelf, it is your responsibility to be the best you can be at all times, and I hope that you will find lots of information and advice in here.

Mrs Wainwright (Headteacher)

Message from the Director of Primary Transition



Hello and welcome to Tibshelf Community School. I am sure you already have a lot of questions that you would like answers to regarding what goes on here and hopefully this pack will answer those for you. Please have a good read through it with an adult at home and if you have any additional questions then I will be happy to answer them.

Some of you will have feelings of excitement, anticipation, nervousness, and all these feelings are common. We will do our very best to ensure that you settle into our school well and have a positive learning experience. Just remember, every staff member at Tibshelf is here to help you achieve and succeed!

I am looking forward to seeing you all on the Transition days.

**Mr Stanhope - Senior Assistant Headteacher
(Transition)**

I was really scared to start this school and I felt anxious about the fact that it was much bigger than my primary school and that I wouldn't know where I was going and didn't know any teachers. But all the teachers and the older kids were really kind and helped me to find my way around.
Tilly (Year 7 student)

Our School Motto

Alta Pete means Aim High! And this sums up what we stand for as a school.

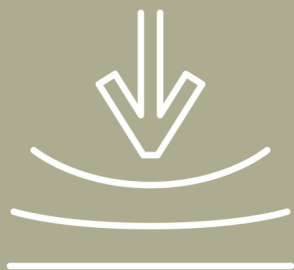
High expectations – we expect you to give your very best at all times.

High challenge – we expect you to take on difficult and challenging things and to continuously improve your performance.

High support – we will encourage and help you in any way we can to achieve your very best.

Personal Development & Character Values

We make your Personal Development one of our highest priorities! We base our Personal Development programme around six Character Values, and you will develop these through your time at school.



Resilience



Respect



Positivity



Integrity



Community Spirit



Curiosity

You will learn about the different Character Values in a variety of ways, including:

- Form time activities
- Assemblies
- Competitions
- Personal Development sessions
- Personal Development Days

You can also be rewarded by showing the character values in your lessons and around school. Students with the highest amount of positive behaviour points for each character will then receive a character badge to wear on their school uniform.

The School Day

The school day starts at 8:30am. **It is important that you are in school by this time every day!** You will have 5 lessons per day, each one lasting an hour. Each of your subjects will be taught in different classrooms by different subject teachers. Your timetable will tell you which rooms and which teachers will be taking your lessons. Prefects and staff will be available to help if you get lost during the first few days. Break time is from 10:50am until 11:10am and lunch time runs from 1:10pm until 2:00pm. The school day finishes at 3pm.



You can enter the school premises from 8.15am and if you wish you can purchase a hot drink from the canteen to consume before form time starts.

During our social time you are free to move around the school site and there are always staff available if you need any help. You must **never** leave the school site without permission from your Head of Year in agreement with your Parents/Carers.



At lunchtime you can either:

Have a school lunch. We have a cashless catering system, which means you can collect a lunch from the school canteen and pay for it simply by using your thumb print! The machines know it's you who is paying and records your payment. If your account is in credit, you will be spending about £3.00 - £3.55 per day on lunch.

Bring a packed lunch. You can eat this in the canteen or outside at one of our many picnic benches.

If you had free lunches at primary school, you should still get them here, but your parents must contact Derbyshire County Council by going to www.derbyshire.gov.uk/freeschoolmeals and returned to Derbyshire County Council.

Your Year Group

There will be roughly 180 students in Year 7 split into seven form groups. Each form will have a mixture of students from different primary schools and of different abilities and you will stay in the same form group throughout your time at Tibshelf. For some of your lessons you will be taught in your form group, others will be varied, and some will be based on your ability.



**The food is so much nicer than at primary school.
Adam (Year 7 Student)**

House System and Form Time

Each of the seven form groups will represent one of our seven School Houses.

The House system plays a crucial role in school and links strongly with the Personal Development programme. There are weekly and termly House competitions and activities for you to get involved in and all of them contribute to House points. The House points accumulate over the year and there is a big reveal at the end of the school year, with the winning House being awarded the House trophy and gaining additional rewards.

Each year group has a Head of Year. Their role is to support you socially, emotionally, and mentally, to monitor your progress, behaviour, and attendance and to ensure you are generally a positive influence on the House.

Form Time

You will meet your Form Tutor on your first visit to school. Your Form Tutor will be there to help you and you should go to them first with any small problems that you may have. Your Parents/Carers are also welcome to contact them with any queries, however small. During your daily form time sessions there will be a set of activities to complete which link to progress, character values, health and wellbeing and the wider world.

The current form time structure is as follows:

Mondays	What's my attitude?
Tuesday	Literacy
Wednesday	Numeracy
Thursday	Wider World/Sustainability
Friday	Assembly

To future Year 7s, don't worry about joining Tibshelf, it isn't as scary as you may think. Yes, you might not be in the same classes as your friends, but there are plenty of people to make friends and socialise with, and lots of staff to help you settle in.

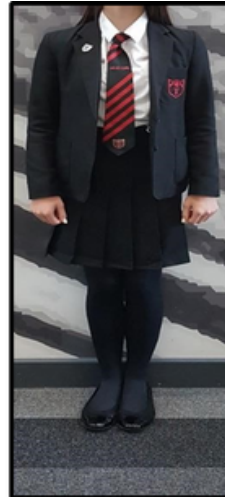
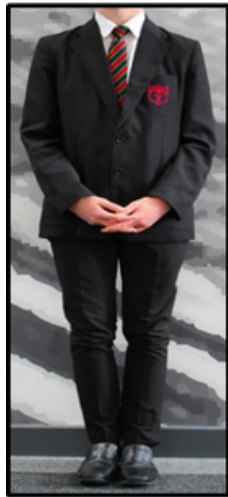
Maddie (Year 7 Student)

School Uniform

By wearing our school uniform, you will feel smart, professional, and prepared not only for your learning, but for the world of work. When you wear our uniform with pride, you represent our school positively in the local community and beyond.

It is very important that you always wear your uniform correctly.

Your parent/carers can find details of how to order your school uniform in their Transition information pack.



You must be organised and bring all your PE kit to every PE lesson. If you forget your PE kit or forget some parts of your kit, for example your trainers, then you will be given a negative referral and you will have to do a Work Recovery Session. The school does not lend out any PE kit.

Your parent/carers can find details of how to order your school PE kit in their Transition information pack.



In addition, only one pair of earrings and a wristwatch are allowed to be worn. No false nails should be worn and for health and safety reasons, nails should be no deeper than 3mm (the depth of a one-pound coin).

Lesson Expectations

At the start of each lesson, you should line-up outside the classroom. Once you enter the classroom you should get out your equipment along with any relevant classwork books or folders.

Equipment should include a minimum of 2 blue/black pens, a red pen, a pencil, a ruler, a rubber, a glue stick, a calculator, a highlighter, and a sharpener.

In lessons you should be respectful to others (staff and peers), you should complete all your work to the best of your ability, be engaged in the lesson and challenge yourself whenever possible. In lesson you are not permitted to listen to music, eat or visit the toilet, instead, you must use the toilet at break and lunch times.

At the end of your lesson, you should stand behind your chairs and wait for your teacher to dismiss you.

Home Learning

Home Learning is an important part of your time here at Tibshelf, helping you to understand and remember what you've done in class. Research shows that regular home learning tasks can improve your progress, especially when it's meaningful and manageable. It's also a great way to develop independent learning skills!

Each week, you'll be set home learning tasks to complete on Seneca, an online learning platform. In KS3, you'll have 30-minute tasks in English, Maths, Science, Geography, History, and MFL. Once you move into KS4 and start your option subjects, this will increase to 40-minute tasks for each subject you choose.

Your parents can support you by encouraging good study habits and checking what homework you've been set. They can also create a Seneca account to see your tasks—there's a link below to help them set this up!

Attendance

You cannot expect to do well and learn unless you attend school regularly. We aim for you to have 100% attendance by the end of the year. Many students never have a day off – could you be one of those students? If you are ill, a Parent/Carer needs to telephone school that morning by 8:30am with details of the illness. A call must be made to school every day that you are absent.

97-100% Government Standard, Well Done!

94-96% Below Expected

90-93% Cause for Concern

Below 90% Categorises as Persistent Absentees - Significant Cause for Concern

Mobile Phone

Tibshelf Community School is a mobile phone free school. You may bring your phone into school, but this must be kept securely in your bag at all times. If a phone is used, seen, or heard then it will immediately be confiscated, this includes social times. If you do need to contact home, our pastoral or administration team will support this where appropriate.

Behaviour

At Tibshelf we always expect you to follow the lesson expectations when in your lessons and to behave in a kind, well-mannered and respectable way when outside of those lessons.

If you disobey these school rules, then you will be given a verbal warning, but if you continue to defy the rules then you will be given a 'Work Recovery session' which are either at break or lunch time. If the rule breaking continues, then you will be asked to go and work in another classroom. On the rare occasions a student continues to disobey the school rules in an alternative classroom, they will spend two lesson and a social time in our Focus Room. This gives them an opportunity to reflect on their behaviour and ensure they are equipped with the necessary knowledge and skills to behave appropriately in the next lesson.

If you do not attend your break or lunch time 'Work Recovery Session', then your Head of Year will re-arrange this and contact home. Work Recovery Sessions are compulsory - they ensure the relationship between teacher and student is repaired before the next lesson.

We will go through our behaviour system with you again when you come along on your transition days, and we will also remind you about it when you start in September.

One of your targets when joining us should be to go a whole year without a Work Recovery Session – most of our students do!

Rewards

Our rewards system is set up to encourage positive engagement, reward effort and achievement and further promote our Character Values. You can earn positives for many different reasons, from positive contributions in lessons, producing a good piece of homework, supporting another student, representing the school in a positive way or overcoming a challenge.

All the positives you earn add up to your form group and House totals and you will be kept informed of these group achievements and your own progress weekly during form time and every Half Term through our Rewards Assemblies.

Your individual positives add up to earn our Star Awards, which are pin badges in Bronze, Silver, Gold, and Diamond and can be worn proudly on your blazer. Alongside this, you can also earn a Character Badge for one of the six Tibshelf Characters. We also give certificates and additional positives for anyone who is recognised by your subject teachers.



A Tibshelf Character Value will be assigned each half term, and faculties will nominate two students within each cohort who they believe have displayed that character value. Those nominated will receive a certificate and an invite to a rewards event which will be held each half term.

Literacy and Numeracy

Your literacy and numeracy skills are incredibly important to us at Tibshelf.

You will be introduced to our amazing online digital library, which has over 5,000 books to choose from to read. We will be launching a MyOn reading competition on your transition days to encourage you to keep reading over the summer.

Our fabulous Literacy Resource Centre provides a vast array of fiction and non-fiction books, and our Accelerated Reader programme will ensure that you are reading and quizzing books at the right level for your ability.

Bespoke programmes and interventions in both literacy and numeracy will support your studies and ensure that you have the skills to succeed in these key areas.

Enrichment and Extra-Curricular

Enrichment and extra-curricular is all the other activities you can get involved in outside of lesson times.

Our extra-curricular timetable is available to participate in at lunchtime and after school. This can involve activities such as netball, football, badminton, debating, STEM club and much, much more! This information is shared on our school website, school Twitter page and during form time.

Enrichment activities in the previous years have included a day out at Pleasley Vale, a four-day visit to France, a two-day trip to Scarborough and a five-day stay at Hereford. We will share our updated Enrichment Programme with you and your Parents/Carers during the first school term.

News and Updates

To stay informed about what is happening in school or to find any information then visit our website – www.tibshelfderbyshire.sch.uk or follow us on Twitter (@tibshellschool) Facebook – (Tibshelf Community School) or Instagram (@tibshellschool).

On our website we also have a whole area just for primary transition, so please keep checking this as soon there will be some great informative videos for you to watch!



At first, I was scared about making new friends, as there is so many more people in my year group than at primary, but once I was here it was absolutely fine and I now have lots of new friends.

Charlotte (Year 7 Student)



Who to Contact?

Who can I talk to if I'm worried about myself or another student?

If at any point during your time at Tibshelf you have concern about another student or you are worried about yourself, then you should speak to a member of staff immediately. You can talk to any member of staff; for example, your tutor, Head of Year, any teacher, or any other adult in school.

What will happen if I tell a member of staff about a concern?

They will listen carefully.

This is the hardest step: telling someone. You should know that all staff are trained in Child Protection, and they will listen carefully to what you say - they may take notes, so they don't forget any details.

They will talk to the Safeguarding Team.

You have done the right thing by telling someone. The member of staff cannot keep what you have told them secret, but they will only tell the people who need to know.

You'll be kept informed. You will be kept up to date with what is happening, and you do not need to worry.

How do I know if someone is a visitor to school?

We require all visitors to 'sign in' at Reception when arriving at Tibshelf Community School and to 'sign out' on departure. A visitor's badge must be worn at all times. If you see a visitor on site who is wearing a red lanyard with their badge and is not accompanied by a member of staff, then please inform a member of staff straight away.



I think the transition was good because I met loads of new friends. It is also good here because the teachers always try hard and help me to do well."

Lillian (Year 7 Student)



Key Staff

We understand that transition to a new school can quite often be more stressful for parents than it is for their children. To support with this, we have made getting in touch easy.

To ensure we can respond to any questions or concerns you may have at the earliest opportunity, we have a dedicated email address:

Transition@Tibshelf.Derbyshire.sch.uk

We will provide opportunities to meet lots of different key staff over the transition period. The following staff will be key for you and your child throughout the transition journey.



Mrs Wainwright
Headteacher



Mr Stanhope
Senior Assistant Headteacher
(Transition)



Mrs Tipping
Assistant Headteacher
(SENDCo)



Mr Allbright
Head of Year 7



Mrs Riley
Safeguarding & Intervention
Team Manager



Miss Marshall
Medical Welfare Officer