



Transition Activity Booklet Summer 2021



St. Cenydd Community School

'Warm, nurturing and inclusive' – Estyn 2020

Welcome to our school

From our Headteacher, Miss Collins

We are delighted that you have chosen to come to our school.

St Cenydd is a popular and successful school that welcomes children of all abilities, interests and aptitudes. Our school motto is 'Aspire and Achieve' as we strive to support you and all our students in achieving the very best that they can in all areas of school life.

We have one school rule – 'Ready, Respect, Safe'. This means that we expect everyone to be ready to learn, we expect everyone to treat one another and the environment with respect, and we expect everyone to act in a safe manner.

Everyday school life is centred on strong traditional values such as respect, reliability, community, self-discipline and pride alongside contemporary teaching and learning best practice.

Students thrive here at St Cenydd, academically and socially. We will expect you to work hard, so that you are happy and confident in your work. Our dedicated staff will provide you with first class support, care, guidance, within their lessons, across the school and through a wealth of enrichment opportunities.

Although life is different at the moment due to the Covid-19 global pandemic, the values that bind our school community together still shine through. Your transition will be different, the school will likely look different when you join us in September, but the children of our school are always a number one priority and that will not change.

I very much look forward to meeting you and welcoming you to your new school.

Miss Collins



Welcome to our school

From Mr Dickinson and Mrs Evans



Croeso i Sant Cenydd! Welcome to St Cenydd!

My name is Mr Dickinson and I am an Assistant Headteacher with responsibility for Transition. I lead the pastoral team through Key Stage 3 to provide support for your child and family to ensure that your child has a successful and enjoyable school experience.

This year the transition of Year 6 pupils will again be different to a normal year. To help support you, this booklet has been put together to provide simple learning tasks that you can take part in at home to prepare yourself for life St Cenydd School. It will work in conjunction with the support materials that will be available on the School Webpage in the Transition 2021 section.

As I am sure you can appreciate, some of the details within the booklet may change when we know from Welsh Government about school operation arrangements in September; however, the learning tasks and skills will be relevant to all new students.

I hope you enjoy working through the booklet and I hope that it eases any worries you may have about starting secondary school. Remember, we are here for you and we value communication between home and school and encourage you to please ask questions as they arise. You can do this via the Year 6 email address - year6@stcenydd.co.uk.



Hello. My name is Mrs Evans, but most people call me Mrs Hannah! I am Additional Learning Needs Coordinator at St Cenydd and it is my job to make sure anyone who has an additional learning need has access to all the help and support they need to have a positive experience at school.

St Cenydd is delighted to have a Specialist Resource Base and also a Trinity Fields Satellite Class on our school site.

We have a wonderful team of learning support staff across the school who will help you to settle into school life and will be working with some of you in your classes when you start with us in September. We provide many support groups for our students, some of which you may have experienced in your primary school such as Lego Therapy, reading and numeracy support, circle time and ELSA. Our pastoral and support staff will be on hand to help you every step of the way and cannot wait to meet you.

We (and all the staff at St Cenydd) look forward to meeting you in September.

Who's Who

You will have a lot of new staff names to learn but here are some of our staff

		
Miss R V Collins Headteacher	Mr C Bown Deputy Headteacher	
		
Mr L Dickinson Assistant Headteacher – KS3 and Transition	Mr A Harrison Assistant Headteacher – KS4, KS5 and Safeguarding	Mr P Chandler Assistant Headteacher – Teaching and Learning
		
Mr P Sass Assistant Headteacher Curriculum & Support	Mrs H Evans Additional Learning Needs Coordinator	Mr S Barrow Business Manager

Heads of Year

Year 7	Mr R Owen
Year 8	Miss J Steer
Year 9	Mrs J Croll
Year 10	Mrs L Barton
Year 11	Mr N Corke
6 th Form	Mr A Jones

Student Support Staff

Behaviour Manager	Miss C Stewart
Nurture Manager	Mrs T Frost
Pastoral Support Officers	Miss C Allaway Mrs R Walters Miss H Manship Mrs R Francies Ms C Harding
Attendance Administrator	Mrs C Mordey-Jones
EWO	Mrs B Pewtner

YEAR 7 FORM TUTORS

At the moment, we do not have form time. Once we know about the Welsh Government expectations for September, we will review this. If we do have form time in September we will let you know who your form tutor will be and there may even be the opportunity to speak with them before the summer. Your form tutor will be there to support you through both your learning and wellbeing during your time at school.

During school hours, form tutors can be contacted via the school telephone number - (029) 2085 2504 and also via email.

THE SCHOOL DAY

Prior to the recent pandemic a typical school day looked like this:

08.35 - 08.55	Registration or Assembly
08.55 - 09.55	Lesson 1
09.55 - 10.55	Lesson 2
10.55-11.10	Morning Break
11.10 - 12.10	Lesson 3
12.10 - 13.10	Lesson 4
13.10 - 13.55	Lunch Break
13.55 - 14.55	Lesson 5
14.55	End of Lessons
14.55 – 16.00	Extra-curricular clubs with late buses available.

TASK

Look at the structure of the day. How do you think you will have enough energy for the day? It is vital that you have a good breakfast and plenty to drink

Think about your morning routine – how do you think you will be ready and at school on time for registration or assembly?

You will need to think about:

- How long it takes to get washed and dressed
- How long it takes to eat your breakfast
- How long it takes to walk to the bus stop or to school



A STUDENT TIMETABLE

On your first day you will be given a timetable. At St Cenydd we operate with a two week timetable. It is vital that you know when it is Week A or Week B so that you are prepared for the lessons on that day. Secondary school is very different to Primary school as you will have different teachers for each of your subjects, rather than one or two teachers for all topics.

A normal two week timetable looks like this:

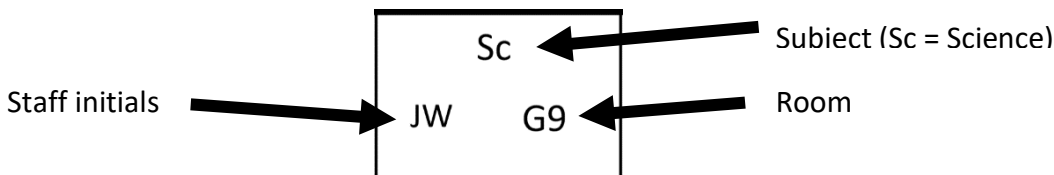
Week A					Week B					
	AMon	ATue	AWed	AThu	AFri	BMon	BTue	BWed	BThu	BFri
1	Pe DS	F VC M9	A KA L3	Ma LE M11	Dt JD G4	Pe DS	Sc GW U3	Sc GW U3	G EH S3	A KA L3
	Sc GW U3	Mu RH D3	W SN T12	Pe DS	It KA T9	Mu RH D3	Ma LE M11	G EH S3	Pe DS	It JG T10
3	Ma LE M11	Sc GW U3	Re SD S7	H NC E10	Ma LE M11	Sc JW G9	Dr JB G6	Ma LE M11	W SN T12	He KR M3
	E FK E5	E FK E5	E FK E5	Sc SS9 G9	Dm PL E5	Ma AM T6	E FK E5	E FK E5	H NC E10	Ma LE M11
5	Re SD S7	G EH S3	Sc JW G9	F VC M9	E PL E5	H NC E10	F VC M9	Pg SC G5	Re SD S7	W SN T12

AM: Mrs A Williams
 DS: Mr D Satterly
 EH: Miss E Healy
 FK: Mrs F Knibbs
 GW: Mr G O Williams
 JB: Mrs J A Bull
 JD: Mr J Dodd
 JG: Mr J N Craig
 JW: Mr J Williams
 KA: Miss K D Adams

KR: Mrs K Ryder
 LE: Mrs L J Evans
 NC: Mr N N Corke
 PL: Miss P Lacy
 RH: Mrs R M Joseph
 SC: Mr S L C Chaytor
 SD: Mrs S Lloyd-Davies
 SN: Mrs S J Haddock
 SS9: S Speller
 VC: Mrs V Chapouty

TASK

A key skill for Secondary school pupils is being able to read a school timetable. Look at the school timetable pictured above. Each square represents a lesson:



Can you work out what each of the lessons are? Link this timetable with the timings of the school day. Work through what lessons this student would have at what time.

What do you think the student may need to think about on the different days? – think about PE or cookery lessons here.

MAP OF THE SCHOOL

Getting familiar with the layout of the school will really help you get to lessons as quickly as possible to make sure that no learning time is lost. However, it is absolutely okay to be lost when you first start at St Cenydd – it is a much larger school than your Primary School.

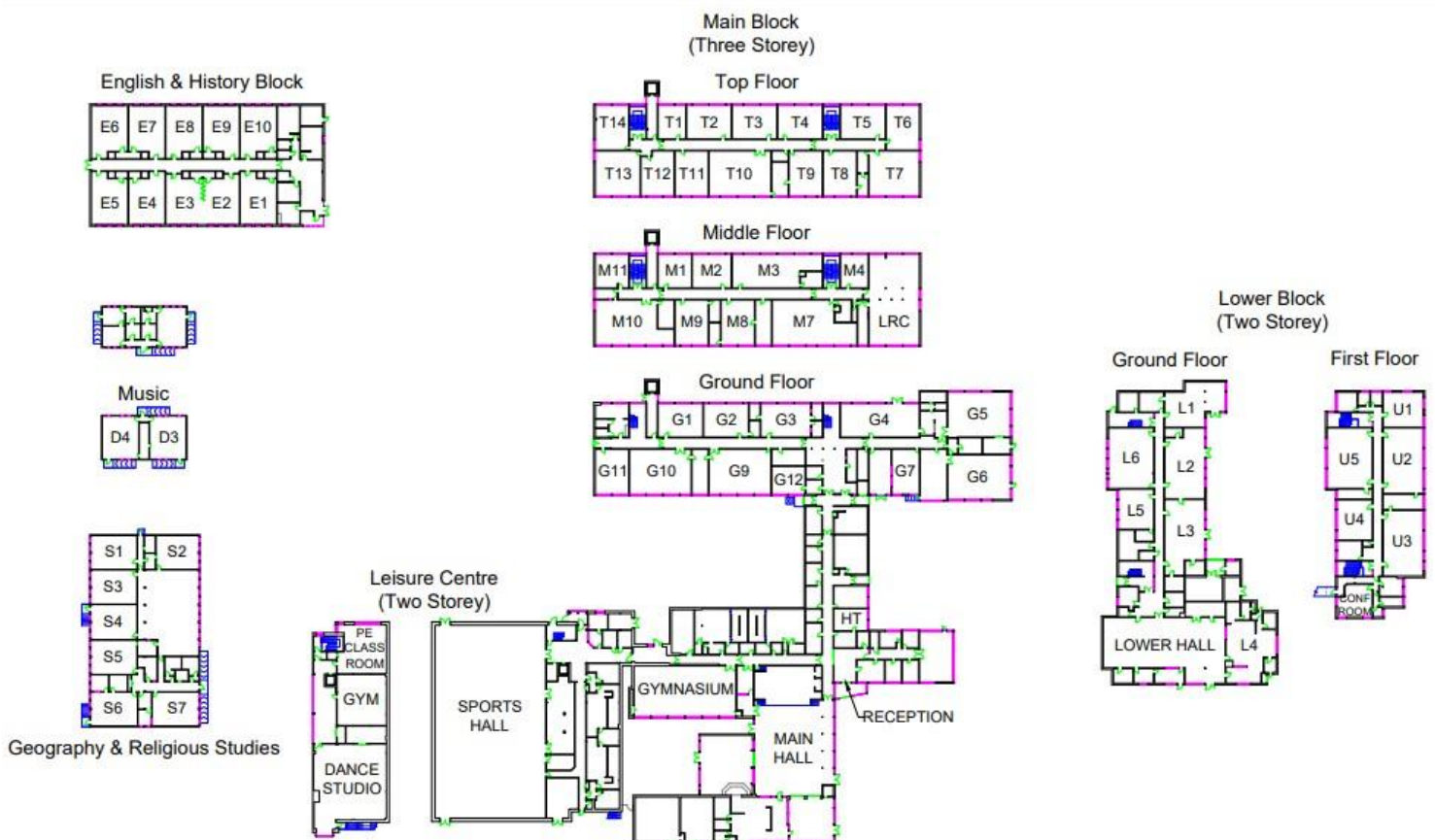
TASK

Look at the map below, we will shortly place a guided tour of the school in the transition pages on the school website. Use this to begin to visualise yourself walking around the school.

Can you locate on the map the following key locations?

- Reception
- The main hall
- Miss Collins' office
- Mr Dickinson's office
- Heads of Years office
- G1

Being able to use this map is a great skill to have when you first arrive at St Cenydd.



READY, RESPECT AND SAFE

At St Cenydd we have one clear rule that encompasses all that we do –

Ready, Respect and Safe.

READY

To be ready to learn, you must arrive at school on time and in the appropriate uniform.



The full uniform guide can be found on the school website.

You should bring in a school bag that contains all of the essential items for a school day:

- Two black pens, a pencil, coloured pencils, ruler and eraser
- Snacks and a drink
- Your books and equipment for the day – such as your PE kit, ingredients for cooking lessons, etc

HOME LEARNING

As this year has demonstrated, home learning is a vital aspect of education and this may be a focus next year too. At St Cenydd we use Google Classroom for home learning (you may have used this in your current Primary School) – further guidance on how to use Google Classroom will be shared with you in due course.

TASK

Begin to assemble items for September, making sure that they are clearly labelled with your name.

RESPECT

Students at St Cenydd thrive both academically and socially. All students expect to work hard, and are happy and confident. St Cenydd has an ethos of mutual respect and through this staff provide first class support, care, and guidance.

The notion of respect for both ourselves, others and also the St Cenydd community will be fundamental when you arrive in September. We have very clear expectations around behaviour and respect within school. It is even more paramount that we consider others at all times, especially as we negotiate our way through this current situation.

In the meantime, think about how you show respect to yourself, others and also the area that you live.

TASK

How do you think you will be able to show respect when you are at St Cenydd School?

Areas to think about:

- Talking respectfully
- Behaving respectfully
- The school environment
- Respecting yourself and your own learning
- Respecting the needs of others and their learning

All of these will help to create a positive learning culture at St Cenydd.

SAFE

Due to the current climate, safety of both staff and pupils will be really important in September such as handwashing and social distancing that may be similar to what you have experienced in your Primary school.

St Cenydd School is a safe school and we are all committed to safeguarding the welfare of our pupils. We provide an environment that has robust systems in place to ensure the safety and healthy development of all our pupils.

If you have anything that you need to talk about or any concerns you should speak to either Mrs Frost, your Head of Year (Mr Owen) or alternatively Mr Harrison or Mr Dickinson (The Safeguarding Leads at our school). One of these members of staff will always be available to talk to you once you start at our school.

If your parents/carers have any further questions about any safeguarding matters they can contact Mr Harrison or Mr Dickinson directly.

EATING IN SCHOOL

Currently we do not know what the options for canteen food will be in September, but it is still a good idea to think about how you can maintain energy for learning throughout your school day.

When the purchasing of food at school is again permitted, our school canteen is managed by Caerphilly Council. The school menu is located on the council website:

<https://www.caerphilly.gov.uk/Services/Schools-and-learning/School-dinners-and-breakfast-clubs/Secondary-school-meals>

Food accounts can be topped up online which means that parents and carers can monitor what is being bought and also means that we remain a cashless school. Further guidance will be provided when this service is required at school.

TASK

Have a discussion at home about what you could eat before school and at breaktime.

It is important to think about the types of food that will give you energy for the whole day, avoiding sugary foods and making sure that you remain hydrated

When the canteen is fully functional, think about how you could budget your money for the day. How can you ensure that you have enough money to last you for the whole day?

At St Cenydd we have an automated pre-paid system for paying for lunches and snacks. During this time at home, could you create a similar system to pay for snacks/lunches?

i.e. allocate a certain amount per day, put prices on the snacks/drinks in your cupboards/fridges. This will help you get used to budgeting and perhaps prevent constant snacking!?!



WHAT DO I DO IF ...?

I GET LOST?

Ask any teacher, another pupil or go to reception. Don't panic ... everyone gets lost in their first weeks here, even new teachers!

I ARRIVE LATE?

During normal school operating hours, go to your Form Tutor or Assembly if you arrive **before** 8.55 am. **After** 8.55 am you must sign in with the Attendance Administrator in the Heads of Year room on the ground floor in the main building.

I HAVE A DENTIST/DOCTORS' APPOINTMENT DURING THE SCHOOL DAY?

If you need to leave school during the day you must bring a note from home explaining the reason. When it is time to leave, go to the reception area with your note and sign out in the Absence Register.

I AM TOO ILL TO COME IN TO THE SCHOOL?

Please telephone the school daily regarding any period of absence due to illness on **(029) 2085 2504** before 8:15am. Please leave a message on the attendance answering machine or speak to the Attendance Administrator. In addition, a note should be sent to the school addressed to your child's Form tutor following any absence.

FURTHER GUIDANCE SURROUNDING COVID-19 RELATED ABSENCES WILL BE SENT IN DUE COURSE, BUT ALL ABSENCES SHOULD BE REPORTED TO THE SCHOOL

I LOSE SOMETHING OR FORGET MY LUNCH/BUS OR LUNCH MONEY/BUS PASS?

Don't panic! If you lose something that has your name on it, it will most likely be returned to you in a day or so. Lost property is located in the Nurture Room. If it is not named this makes it much more difficult. This is why it is important to name all your personal items. If you have forgotten your bus or lunch money, please go to the Heads of Year Office who will issue you with a lunch pass or lend you bus money.

Please DO NOT bring valuable items into the school. St Cenydd School cannot be responsible for lost items.



THE SCHOOL LIBRARY



Mrs S Evans is the School Librarian.

Unfortunately due to the current situation, it is likely the school library will be closed when we return in September, but we would hope to have it up and running as soon as it is safe to do so as it is a valuable asset to the development of our pupils.

Our library is situated on the middle floor in M6. It is a busy well-used facility and can be used for reading, home learning, coursework, research and computer led studies. All students automatically become members of the library when joining St Cenydd School.

The library is a quiet place where students come to read, study and do home learning.

You may read the newspapers, magazines and reference books when you are in the library and you may borrow fiction (reading) books, non-fiction, reference books and videos.

There is no charge to borrow books, however, lost resources must be replaced.

The Library is open each lunch time and a study club operates after school, Monday to Thursday until 4.00 pm.

It is supervised by members of staff and you will be able to use the computers to help with homework.



THE HOUSE SYSTEM

As well as belonging to a Form Group, each pupil also belongs to a House. There are 3 Houses in the school and pupils of years 7, 8, 9 and 10 join together to compete in sports and the School Eisteddfod.

HOUSE NAME	HOUSE COLOUR	REGISTRATION GROUPS
GLYNDWR	YELLOW	Registration S and T
IFOR	RED	Registration E and C
LLEWELLYN	GREEN	Registration N and Y

Pastoral Support – G1



Mrs Frost, who is also the assistant Head of Year 7, is based in G1 along with other Pastoral Support Officers.

This Pastoral Support team offer a wide variety of activities, therapies and interventions for pupils who are struggling to settle into school or who may need additional support.

Their knowledge and experience is an invaluable part of the St Cenydd warm, nurturing and inclusive ethos that ensures that those who are having a difficult time have access to the care and support that they may require.



We hope that you will be very happy at St Cenydd School. Remember, if you have any comments or questions, please do not hesitate to contact the Year 6 Transition Team via the email address: year6@stcenydd.co.uk

