



# High School Survival Guide



	Mon	Tues	Weds
1	Science AVB 7x/Sc1	Dance/Drama MHG 7KH/Ed	English GKN 7-7
2	Mathematics UB 7x/Ma1	Physical Education GLA 7x/Pe2	Math UB
3	ICT ANF 7KH/t	Mathematics GJ 7x/Ma1	Design T KLY
		Geography AVB G12/Ge	Design T KLY



Your guide to starting high school

# This is your guide to starting high school...

Moving to high school can be an exciting time. It can also be a challenging time because there are lots of changes and new things to learn about. This is a 'High School Survival Guide' to help you. It is packed with useful ideas to help you get ready for High School. We hope you find it useful!

## Find out about ...

- Getting to school
- Things to take in your school bag
- Using a timetable
- Homework
- Abbreviations for different subjects
- Finding our way around school
- Making new friends
- Bullying - how to spot it and what to do
- How to ask for help

...and lots more !

# Getting to school

You might start to travel to school on your own. This might be walking, getting the bus, the train or using a bike. It's good to start thinking about how you will get to school each day.

## How will I get to school?

- If you're going by **bus**, CHECK:



Which bus do I need to get?  
What times do I catch the bus?  
What if I miss my bus?  
Will I need bus fare (money) or will I have a bus pass?

! Make sure you have enough time to get to school

- If you're **walking**, CHECK:



Do I know how to get there?  
How long will it take me?  
Will I walk alone or will someone walk with me?

! Use an alarm to make sure you get up on time

- If you're going by **car**, CHECK:



Who will take me?  
What time will they drop me off and pick me up?  
Will it be every day?  
What will I do if I can't go by car?

! Practise going to your high school before you start

# My plan for getting to school

Name of my high school .....	
Address.....	
Time I need to get up .....	
Time I need to leave my home .....	
Time I need to arrive at my high school .....	
How I will be travelling to high school .....	
How long it will take me to get to high school .....	
Can I practise going to high school before term starts? Who will I go with? .....	
If I'm going by bus, the number of my bus: .....	
The times my bus arrives: .....	
The bus stop I need to get off at is: .....	

# Finding your way around high school

High schools can be quite big places. At first, this might feel a bit confusing but with practise, you will find it easier to find your way to your classes.

High school classrooms are often organised into **departments**. So classrooms for each subject (like English) might be located in one particular area of the school.

Look out for signs telling you where to find different departments.

You may get a plan of the school—here is an example:



## Tips for finding your way around high school:

- Look at the school plan with someone
- Keep your school plan in your bag, somewhere safe like in your school planner
- When you go for school visits, see if you can use the school plan to find different areas in the school building
- Find out where to go if you get lost—this might be the main reception


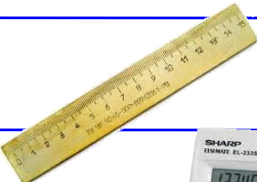


# What do I need in my Bag...

There are some things we might need to pack in our bag *every day* (shown inside the bag), and things we might only need *sometimes* (shown outside the bag)....



# What equipment will I need?

At high school, you might need to bring different equipment depending on what lessons you have. Look at the activities below and think about what equipment you might need.

High school activity / subject	Equipment I might need
P.E.	  
Getting to school	
Using the canteen	
Organising your homework	
Maths	
Modern Foreign Languages like French or Spanish	
Remembering what lessons you have	
Homework club	



# Using a timetable

You will have your own timetable for high school.

Here is an example of a high school timetable:



Your school timetable will tell you:

- The lessons you have on different days
- The start and finish times of lessons
- The teachers you have for different lessons
- The rooms you need to go to for different lessons

The school day is often split up into 'lessons' or 'periods.'

Here is **Period 1** on the timetable.

	Mon	Tues	Weds
1	Science AVB 7x/Sc1	Dance/Drama MHG 7KH/Ed	English GKN
2	Mathematics UB 7x/Ma1	Physical Education GLA 7x/Pe2	Mathematics UB 7x/Ma1
3	ICT ANF 7KH/It	Mathematics GJ 7x/Ma1	Design Technology KLY
4	Religious Education FF 7KH/Re	Geography AVB G12/Ge	Design Technology KLY

- Timetables use 'Abbreviations' - shortened ways of writing things.
- There are **Abbreviations for Lessons** and **Abbreviations for Teachers**.
- Here are some examples of Abbreviations: **Sc** = **Science**, **En** = **English**.
- You will need to learn what the Abbreviations mean. You could write this down in a notebook.

Room numbers sometimes are written as a letter plus a number ... like G12 or EN4.

The letter might help me work out which department you need to be in ...

Here is an example of a room number: **G12** = **G** for Geography Department + **12** for Room 12.



# Practise using a high school timetable...

What is the second lesson you have on Thursday?

.....

Which lesson do you have after Maths on a Tuesday?

.....

On which days will you need to bring a calculator?

.....

On which day do you need to bring your PE kit?

.....

Do you have Maths on a Monday?

.....

	Mon	Tues	Weds	Thurs	Fri
1	Science AVB 7x/Sc1	Dance/Drama MHG 7KH/Ed	English GKN 7x/En1	English ABC 7x/En1	Science DEF 7x/Sc1
2	Mathematics UB 7x/Ma1	Physical Education GLA 7x/Pe2	Mathematics UB 7x/Ma1	Mathematics UB 7x/Ma1	Art JK 7KH/Ar
3	ICT ANF 7KH/It	Mathematics GJ 7x/Ma1	Design Technology KLY 7x/Te4	Music CAG 7x/Te4	English DF 7x/En1
4	Religious Education FF 7KH/Re	Science JK 7x/Sc1	Design Technology KLY 7x/Te4	Physical Education GH 7x/Pe2	Mathematics EF 7x/Ma1
5					
6	PSHCE KM 7KH/Ps	PSHCE KM 7KH/Ps	English GKN 7x/En1	PSHCE KM 7KH/Ps	PSHCE KM 7KH/Ps
7	Geography UB 7x/Ge	English ADH 7x/En1	Modern Languages DFE 7x/Ml1	Modern Languages DFE 7x/Ml1	History JLF 7x/Hi1

# All about homework

- ♦ Homework gives you a chance to practise what you've been learning in school.
- ♦ Teachers will mark your homework to check your progress with learning.
- ♦ You will have deadlines for homework, so you will need to write down the date it is due in!

You will have a **homework planner** to help you organise yourself. It will tell you :

- ♦ The subjects you have homework for
- ♦ The date you need to hand in your homework
- ♦ The tasks you need to do for your homework

High schools have different rules about homework planners. Some schools have **homework clubs**—there are school staff who can give you extra help if you need it.

Here's an example of what a homework planner looks like...

The image shows a spiral-bound notebook with a homework planner. The left page is titled 'Week commencing Monday 26th September' and has a table with columns for 'Subject', 'Homework set this week', 'Date Due', and 'Time Taken'. The subjects listed are English, Maths, Science, and Language. The right page has sections for 'Notes and things to remember' with a list of days (Monday to Friday), 'Student comments and targets' with a review of the week, 'Parent/Carer & Teacher comments' with checkboxes for 'Letter Home' and 'Received', and a 'Weekly Attendance and Punctuality Record' with fields for 'No. of half days absent' and 'No. of times late'.



## REMEMBER ...

- ♦ Write your homework down when it is given
- ♦ Check you really understand what you need to do
- ♦ Use homework clubs for extra help if you need it
- ♦ Ask someone if you are stuck with your homework

# What do I do if...

Different situations and what we could do in these situations



**"I am Lost!"**

Ask an older child "will you help me find...?"

OR

Ask a teacher or the caretaker

OR

Go to the office and ask for a map



**"My pen has run out!"**

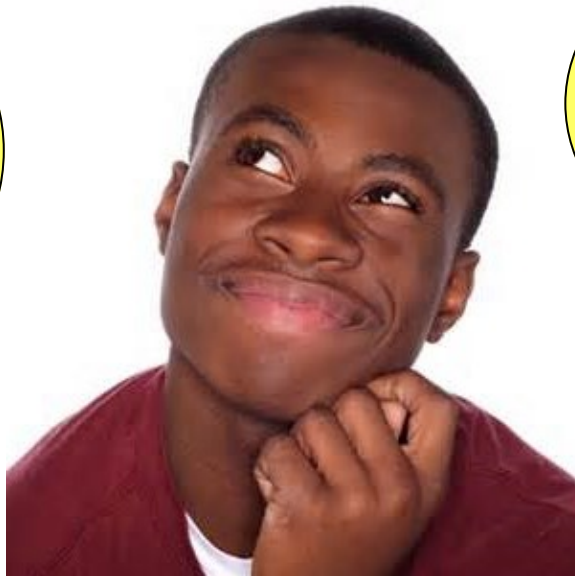
Tell the teacher

OR

Ask a friend if they have a spare

OR

Bring extra pens to school



**"The ball has gone over the fence"**

Tell the teacher before going to get it



**"I don't feel very well"**

Tell the teacher that you feel unwell

OR

Tell your friend and they might be able to help



**"I've missed the bus!"**

Ask the office if they can ring your parents

OR

Use your mobile phone

# Making new friends...

At high school you will be meeting new people and making new friends.

What makes a good friend?

A good friend is someone who:

- Knows you well
- You like to play with
- They usually stick up for you if someone is being mean
- Talk to you a lot at play time and lunchtime
- Share and join in with you
- Be kind
- Will help you with something that is difficult
- Good cooperation.



Here are some tips on making new friends:

1. Say "Hi"
2. Introduce yourself— tell them your name and ask them what their name is.
3. Say something nice to them
4. Ask the person a question to find out what they like, for example: "Do you support a football team?"
5. Ask them to join in with you
6. Be helpful to the person
7. Share with them (e.g. a pen)
8. Share the school rules with them



# Keeping safe...

If you are lost or need help there are 'safe strangers' you can ask to help. Most strangers are probably nice people, but you can't tell by looking. That's why it's so important you don't talk to, go with or follow strangers. 'Safe strangers' are people, like your teachers or the police, who will help you if you need help.

Policemen and policewomen, fire fighters, community support officers, traffic wardens, lollipop men or ladies, postmen or someone working in a shop are all examples of safe strangers.





# Bullying...

There are different ways that bullying can happen. These are just examples:

- It can be verbal (talking) like calling someone names.
- Saying things about someone that are not true.
- Repeated swearing at someone.
- Making personal comments that upset you.
- It can be physical like hitting or pushing.

... and it happens a few times.

Sometimes accidents happen, or people have a joke, but this doesn't mean it's **bullying**. Here are some examples:

- Both people think it is funny (e.g. silly names for each other)
- Someone bumps into you and says sorry - it was just an accident.
- It was meant as a friendly joke—the other person didn't mean to hurt your feelings.

What to do if you think you are being bullied:



I could tell the teacher or any grown up



I could ignore them and walk away



I could ask the person to stop



I could tell my friend and ask them what they would do.



I could tell my parents when I get home

Telling a grown up is always the best thing to do!  
Don't resort to hitting and violence.

Your school will have a set of rules about bullying.  
This might be called a 'bullying policy'.

You can ask what your high school's policy is to deal with bullying.





# Questions I can ask about my new high school



## Break times

What can I do at break times?  
Where can I go?



## Rules

What are your rules about  
things like doing homework?



## Clubs

Do you have any clubs?  
How do I join a club?



## Lunch times

What can pupils do at lunch  
time?  
Where could I go?



## Lessons

When do lessons start and  
finish?  
How will I know when I need  
to go to my next lesson?



## Homework

How do pupils use their  
homework planners?  
What happens if I don't hand  
in my homework on time?



**If I get lost...**

What should I do if I get lost?



**If I have a problem...**

Who should I speak to if I have a problem?



**If I feel poorly...**

If I feel sick, where should I go?



**If I am late for school...**

What happens if I am late for school?



**Bullying policy**

What are the school rules about bullying?  
Who do you go to if you think you are being bullied?



# How I'm feeling about high school

Lots of children feel a bit worried and excited about moving to their new high school—you're not alone!

Read this list to help you decide if you are worried about anything.

If there is anything you are worried about, speak to someone about it - an adult or a friend. See if they can help.

	:-) Not worried	:-S Worried
Getting to school		
Packing my school bag each day		
Using my school timetable		
Doing homework		
Finding my way around school		
Making new friends		
Bullying—how to spot it and what to do		
Knowing where to go for help		



## And finally...

### Here are some Top Tips for High School



I don't understand



I can ask the Teacher or a friend



I am lost



I can ask a friend or an adult



I have lost something



Ask a friend or tell the teacher



I have found something



Take it to reception or 'Lost and Found'

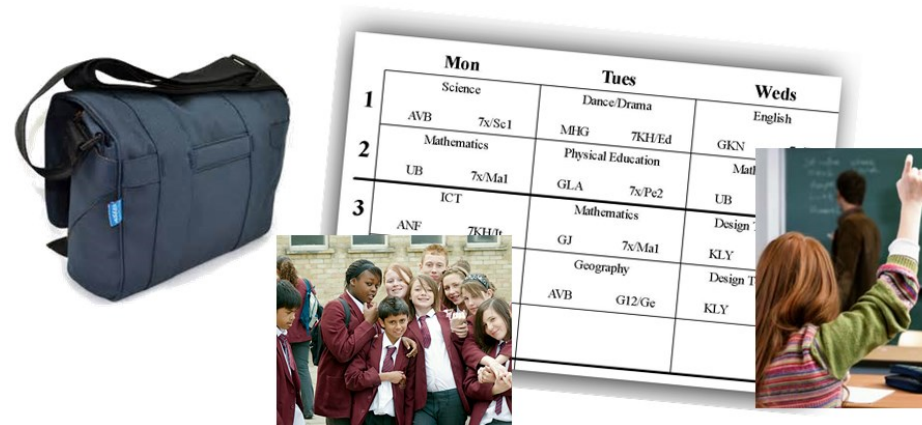


I think I'm being bullied



Tell an adult

**Jot down any questions, thoughts or feelings about High school here**



## High School Survival Guide

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