



WINDERMERE
SCHOOL

Year 6 to Year 7 Transition Guide

Welcome to Browhead Campus

The School Day

This is our normal school day. Notes for September 2021 are in red.

	Time Starts	Length of Time (minutes)	Notes
Registration in Crampton Hall	8.25am	5	We normally meet in Crampton Hall every morning by 8.25am at the latest. In September you may meet in your allocated tutor/classroom instead – we will confirm final plans in August.
Reflection	8.30am	10	This is a 10 minute session we have every day where we as a community think about something important. In September this may be a 10 minute tutor time, and it will sometimes involve watching a recorded or live-streamed reflection.
Period 1	8.45am	55	Each period/lesson is 55 minutes long. There is a 5 minute gap between lessons to allow you to move from one lesson to the next.
Period 2	9.45am	55	
Morning Break	10.40am	20	This takes place in the Dining Rooms for Years 7-9. You can have fruit, biscuits and water. In September, break will take place outside or in your allocated classroom.
Period 3	11.00am	55	
Period 4	12 noon	55	
Lunch	12.55pm	60	
Tutor Time	1.55pm	10	You will go straight to your tutor room at the end of lunch. Here you will register for your activity session after school and tell your tutor if anything interesting (good or bad) has happened to you so far that day.
Period 5	2.10pm	55	
Period 6	3.10pm	55	
Afternoon Break	4.05pm	15	This is time for you to get a drink/a piece of fruit and get changed for your activity. If you are a day student, you can be picked up to go home at this time.
Main Activity Session	4.20pm	60	There is a weekly programme of activities. This will be shared with you at the start of the term, and your parents and your tutor will help you create a programme that suits you best.
Buses	5.30pm	-	Day students do not need to leave School at 5.30pm – you may wish to stay and join in activities later in the evening.

Tutor Time

Tutor time is a very special part of your day. It is a time when your tutor can check that you are okay, and when they will sign you into each day's after school activity programme.

Your tutor has many roles. They will:

- Act as the person you and your parents/guardians go to with any good news or any questions.
- Check that you are up to date with all your classwork and prep – this might be by looking at your exercise books, checking Show my Homework (Satchel One), talking to you or looking at how many merits or detentions you have received recently.
- Help you create targets so you can keep making good progress, both academically and socially.
- Celebrate important occasions, such as success you have achieved or the birthday of each person in the group.

Activities

We normally run an extensive programme of activities between 4.20 and 5.20pm. The focus of these is enrichment, either for physical activities, such as netball, hockey and football, or for creative activities. Normally in Year 7 we expect you to sign up for three activities a week.

Prep sessions are also available during the activity session or in the boarding houses after 5.30pm, but these prep sessions do not count as an activity!

We encourage you to join in with the activity programme and become fully involved in school life. This can be a good way to make friends with students in other classes and year groups. **'Opt in, not out!'**

Prep

One of the biggest concerns many students have when they start at Browhead is 'will I cope with prep?' You will find that you get between 2 and 3 prep tasks every day, and each prep task should be no more than 20 minutes long. However, some teachers may give you a longer task, such as a project, and this means they will give you a much longer period of time to complete the task.

Each subject uses the prep timetable and you will be given a copy of this at the start of the Autumn term. If you have any concerns about your prep timetable, you should speak to your tutor. If we are operating a remote (Covid) timetable at any point next year, the prep timetable disappears!

You might like to follow this advice to avoid struggling with your prep load:

- Use Show my Homework (our homework platform) to track tasks and work out which task is the priority each night.
- As well as using Show my Homework, also make a note of each task in an academic diary.
- It is useful to keep a running 'to do' list. Cross things off as you do them.
- **Where possible do each task on the day it is set. Don't leave things to the last minute!**
- Work somewhere quiet so you can focus. This will help you work more quickly.
- If you find that a task is taking longer than 20 minutes, don't panic! Sometimes you may find a particular prep really interesting and want to give it more time.
- If lots of prep tasks are taking too long, you should talk to your tutor. They will help you work out how to resolve this issue.

Being Organised

Always pack your school bag the night before. This will help you have a more relaxed morning.

Use your timetable to help you pack. It is a good idea to create your own list of what you should pack for each subject. Please bring your laptop and headphones to School each day. Don't try to carry around every single thing you own in your school bag. Pack for one day at a time.

Don't leave sheets lying around your school bag. Either glue them into the relevant exercise book, or buy a plastic wallet file to keep sheets in.

Normally you would need a lock for your locker. However, we will not be using the locker room in September, and each student will be allocated a room where you will keep your belongings.

Make sure you have a suitable pencil case for the start of term as we will not be able to lend you things at the moment. Pencil kit basics include:

- Black and/or blue pens for writing – these can be ink pens, biro or gel pens. (Do make sure the ink doesn't leach through a page of normal paper when you write).
- A few coloured writing pens (e.g. purple, red, green, etc).
- Coloured pencils.
- HB pencils.
- 30cm ruler.
- Eraser.
- Protractor and compass.
- A pencil sharpener.
- A highlighter pen.
- A glue stick.
- Scissors that are safe for school.

Please make sure everything you bring into School, including uniform, pencil cases, books, bags and home clothes, is named. Lost property is full of unnamed belongings...especially socks!

The TV screen in reception has the daily notices on it, and these are also on Crampton Hall screen every morning before reflection, and they are emailed out to everyone. Make sure you read them at the start of each day.

Learn to check your school emails at least once a day – you will get emailed the daily notices every morning, and this will ensure you don't miss anything important. Your teachers may well email you with extra resources for prep tasks, or send you more general messages. (You will be given a School email address on the first day of term if you don't already have one, and shown how to log-in to access your emails).

Make sure you are in your allocated tutor/class room on time every morning. Leave your school bag in your allocated classroom during break and lunchtime.

Other Top Tips

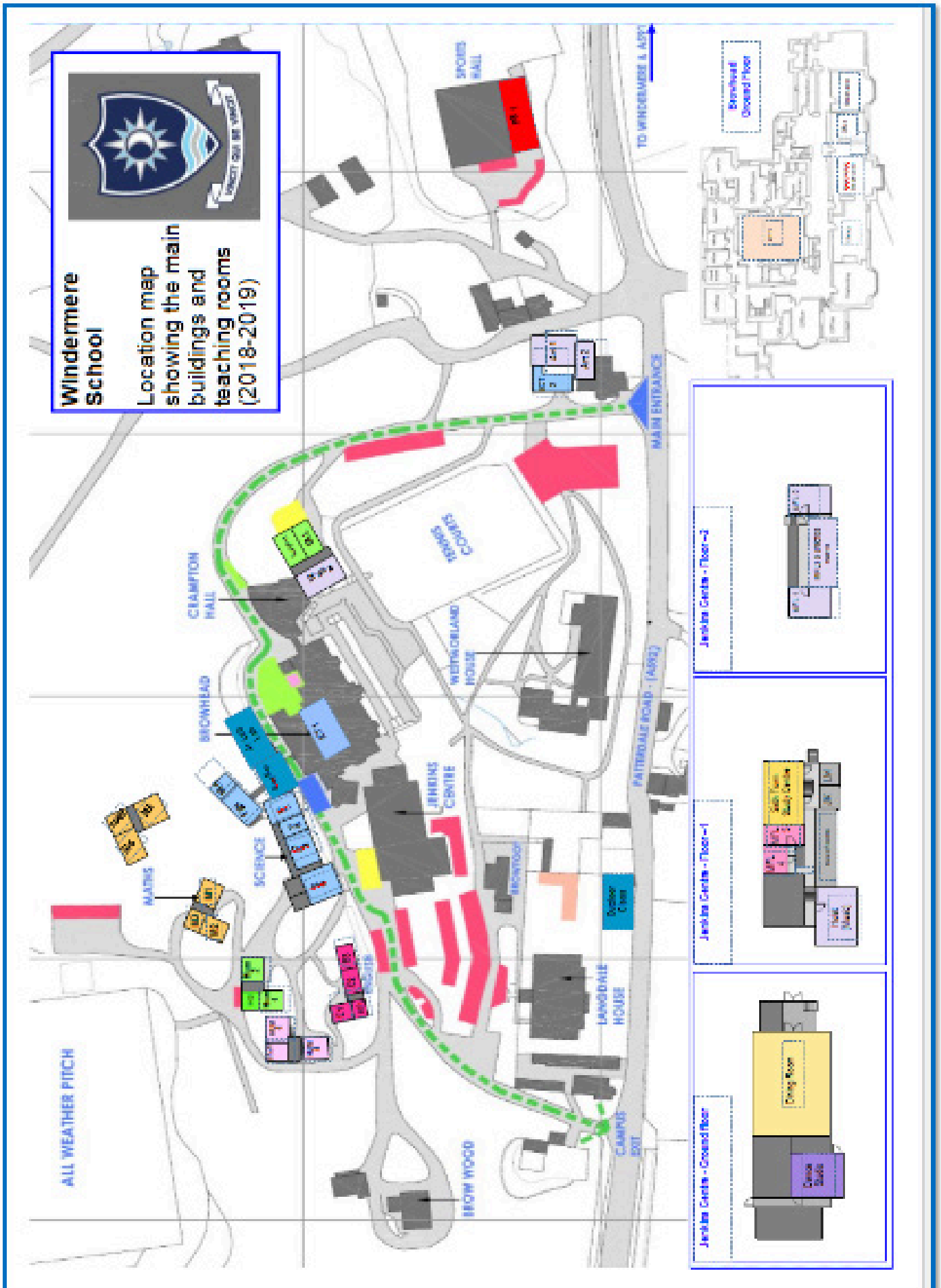
- Don't use your phone during the day. You don't need your phone in School and we recommend that you leave your phone at home, but if you want to bring it in, normally you would hand it in to the main school office. Currently you can keep your phone in your bag, but you must not get it out during the school day.
- If you are unable to attend a lesson, e.g. because you have a dentist's appointment or you are playing in a fixture, it is essential that you excuse yourself from the lesson(s) you will miss.
- Only use your School email address to email your teachers.

Help!

Some of the common questions new students ask are outlined in the table below:

What do I do if.....	You should.....
I arrive late to School?	Go straight to reception (8.30-8.40am) or the main office (after 8.40am) where you will need to sign in. In September, you will just go straight to your allocated classroom.
I need to leave School early, e.g. to go to a dentist's appointment?	Sign out at the main office.
I am worried about anything?	Speak to your tutor or to your Head of Section (Mr Rowe) – or to any teacher!
I have lost something?	Speak to your tutor.
I don't understand what to do for a prep task?	<ul style="list-style-type: none"> • Check for further prep details on Show my Homework. • Speak to a friend to see if they can help. • Ask your teacher (if it is within School hours), or email the teacher and see if they can help (remember, teachers are unlikely to be checking their emails late at night!)
I need to speak to a member of staff outside of lesson times?	Go to the staffroom door and ring the bell. If there is anyone in the staffroom they will come to see who has rung the bell, and you can then ask them for the teacher you want to see. This is a little more complicated in September so your best bet is to email them or send them a chat within Teams.
I can't remember a teacher's name?	There are pictures of all the staff outside the staffroom.
I get lost?	You can use your site map in this booklet to help work out where you are, and where you need to be, or you can ask for help. Anyone will be happy to help!
I have forgotten to bring something into School?	At the first convenient time go to the main office and they will help you ring home to see if it can be brought in for you. Your tutor will also help you sort this sort of thing out.
I need to ring home?	You shouldn't use your mobile phone during the School day (8.30am – 4.05pm) – if you need to ring home, please go to the main office.
I feel unwell?	Please go to see the nurses in the Medical Room (this is down in Langdale – your tutor will show you on your first day in School). If there is a problem, they will ring home for you. Simply let a teacher know the minute you feel unwell and we will look after you!
I am unwell and can't come into School?	Your parents or guardians will need to ring into School (015394 46164) and inform the office staff before 8.30am. They can also email in on absences@windermereschool.co.uk
I need to email a teacher?	Each teacher has an email address that is made up of their first initial and their surname followed by @windermereschool.co.uk, so Mr Simon Rowe's email address is srowe@windermereschool.co.uk
I am worried about something over the summer?	You can either email our office staff (reception@windermereschool.co.uk) or call the admissions office (+44 (0)15394 46164 – ext 292). If they can't help you, they will know someone who can!

School Site Map



Summer Challenge

At Windermere School we pride ourselves on being a supportive, hard-working and adventurous community where each person looks out for everyone else, and where we aren't afraid to work hard or to try something new. To keep these skills going over the holiday why don't you see if you can meet these challenges:

Challenge	Details of what you did (where relevant)	Date achieved	Signed by parent or guardian
I tried something new or outside of my comfort zone			
I have helped a member of my family, or a friend			
I have read at least 3 books over the summer	See reading tracker		
I can pack my school bag without help			
I can spell the words on the commonly used words list	See spelling list below		
I can remember my times tables up to 12 x 12			
I have completed a random act of kindness			
Something extra you want to tell us about....			

Spellings

The words below are some of the words that we find students misspell most often, with some ideas on how you can avoid getting them wrong. Over the summer holiday, can you learn to spell some of the words you know you struggle with?

Which words do you struggle with?

Get 3 highlighters or coloured pens and colour code your confidence level with each word: **I feel confident today** - **I might need a little more help** - **I am not very confident**.

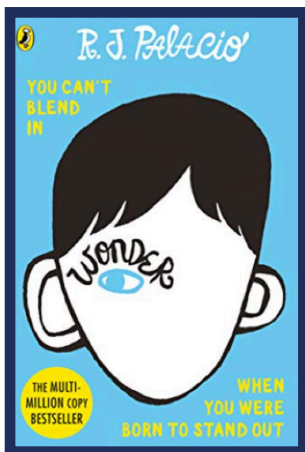
Tips for learning spellings:

- Look
- Say
- Cover
- Write
- Check

Correct spelling	Spelling advice	My confidence level spelling this word – green, amber or red?	I have tested myself and I am happy with this
accommodate, accommodation	two cs, two ms		
achieve	i before e		
across	one c		
apparently	-ent not -ant		
appearance	ends with -ance		
argument	no e after the u		
basically	ends with -ally		
beginning	double n before the -ing		
believe	i before e		
business	begins with busi-		
calendar	-ar not -er		
coming	one m		
completely	ends with -ely		
conscious	-sc- in the middle		
definitely	-ite- not -ate-		
disappear	one s, two ps		
disappoint	one s, two ps		
embarrass	two rs, two s's		
environment	n before the m		
familiar	ends with -iar		
finally	two ls		
foreign	e before i		
friend	i before e		
further	begins with fur-		
government	n before the m		
guard	begins with gua-		
happened	ends with -ened		

immediately	ends with -ely		
independent	ends with -ent		
knowledge	remember the d		
necessary	one c, two s's		
occasion	two cs, one s		
occurred, occurring,	two cs, two rs, -ence not -ance		
persistent	ends with -ent		
piece	i before e		
possession	two s's in the middle and two at the end		
preferred, preferring	two rs		
really	two ls		
receive	e before i		
referred, referring	two rs		
religious	ends with -gious		
remember	-mem- in the middle		
separate	-par- in the middle		
successful	two cs, two s's		
surprise	begins with sur-		
therefore	ends with -fore		
tomorrow	one m, two rs		
truly	no e		
unfortunately	ends with -ely		
until	one l at the end		

The book you need to read this summer

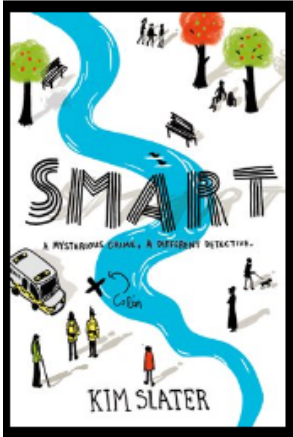


Mrs Rand (our Head of English) and the English department are asking every student joining us in Year 7 in September to read *Wonder* by R J Palacio. Please make sure you have read this before the start of the Autumn term, as your first English lessons will be based on your knowledge of the book!

Reading Tracker

One of the best ways to hit the ground running in Year 7 is to keep reading over the summer holiday. You should aim to read **at least 3 books** this summer. We would love to know what you have read, and how much you enjoyed each book, so there is a reading tracker for you to complete on the next pages.

If you are not sure what books to read this summer, we think some of the books below are fabulous:



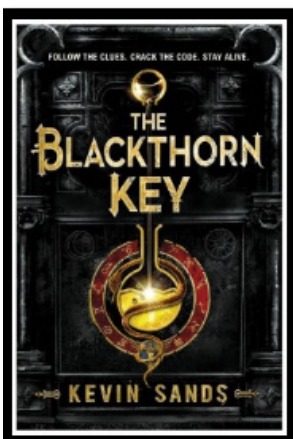
Smart by Kim Slater

Shortlisted for the Waterstones Children's Book Prize, the Federation of Children's Book Groups Prize and longlisted for the 2015 Carnegie Medal, Kim Slater's outstanding debut, *Smart*, is a moving and compelling novel with a lovable character at its heart. Kieran cares. He's made a promise, and when you say something out loud, that means you're going to do it, for real. He's going to find out what really happened. To Colin. And to his grandma, who just stopped coming round one day. It's a good job Kieran's a master of observation, and knows all the detective tricks of the trade. But being a detective is difficult when you're Kieran Woods. When you're amazing at drawing but terrible at fitting in. And when there are dangerous secrets everywhere, not just outside, but under your own roof.



Strange Star by Emma Carroll

Switzerland, 1816. On a stormy summer night, Lord Byron and his guests are gathered round the fire. Felix, their serving boy, can't wait to hear their creepy tales. Yet real life is about to take a chilling turn - more chilling than any tale. Frantic pounding at the front door reveals a stranger, a girl covered in the most unusual scars. She claims to be looking for her sister, supposedly snatched from England by a woman called Mary Shelley. Someone else has followed her here too, she says. And the girl is terrified...



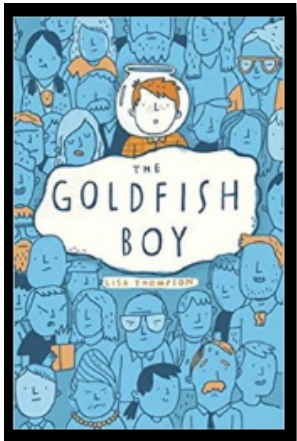
The Blackthorn Key by Kevin Sands

Potions, puzzles and the occasional explosion are all in a day's work for young apothecary Christopher Rowe. Murder is another matter. It's a dangerous time to be the apprentice of Benedict Blackthorn. A wave of mysterious murders has sent shockwaves through London, and soon Christopher finds himself on the run. His only allies are his best friend, Tom, courageous Molly, and a loyal feathered friend, Bridget. His only clues are a coded message about his master's most dangerous project, and a cryptic warning - 'Tell no one!' The race is on for Christopher: crack the code and uncover its secret, or become the next victim . . .



Cogheart by Peter Bunzl

Lily's life is in mortal peril. Her father is missing and now silver-eyed men stalk her through the shadows. What could they want from her? With her friends – Robert, the clockmaker's son, and Malkin, her mechanical fox – Lily is plunged into a murky and menacing world. Too soon Lily realises that those she holds dear may be the very ones to break her heart...



The Goldfish Boy by Lisa Thompson

Twelve-year-old Matthew is trapped in his bedroom by crippling OCD, spending most of his time staring out of his window as the inhabitants of Chestnut Close go about their business. Until the day he is the last person to see his next door neighbour's toddler, Teddy, before he goes missing. Matthew must turn detective and unravel the mystery of Teddy's disappearance - with the help of a brilliant cast of supporting characters.

I have read:	
Date finished:	
What I thought about this book:	
Would I recommend this book to a friend? Why?	

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What I thought about this book:	
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