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# Getting Ready to Transfer From Primary School to Bedford High School

Name:

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Primary School:

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**BEDFORD HIGH SCHOOL**  
A Specialist Business and Enterprise College  
with Applied Learning

**TO CARE TO LEARN TO ACHIEVE**



# All About Me!

My Name is:

My age is:

My address is:

I live with:

My hobbies are:

# Goodbye & Good Luck!

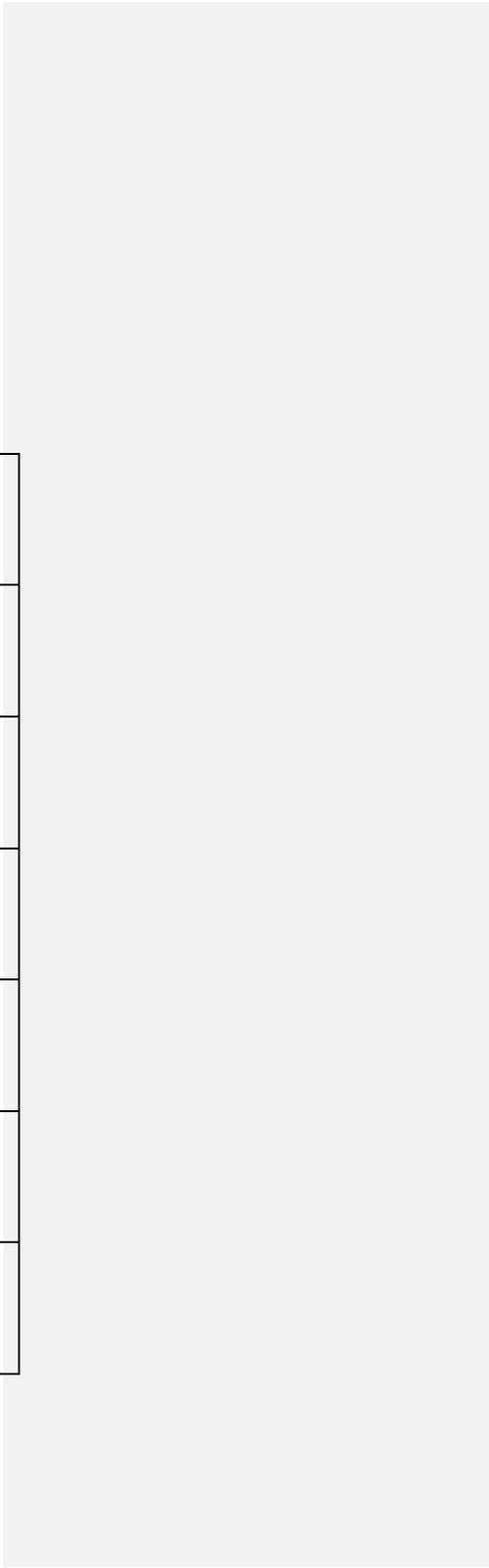
Ask your friends and teachers to leave a goodbye message.



# Goodbye & Good Luck!

Ask your friends and teachers to leave a good luck message.

**Good Luck!**



What time does Bedford High School start and finish?	
What times are break-times and lunch time?	
What sort of food is sold in the Bistro?	
Where do students go at lunch time?	
How much homework do you get?	
What happens if it isn't done?	
Is there a Homework Club?	



Who's the best person to talk to if I am having problems?	
How am I rewarded for my work?	
What subjects will I be able to study?	
What facilities does Bedford High have (e.g. sports equipment, science laboratories)?	
What do I do if I find the work hard?	
What sort of clubs could I join?	
Which could I join?	
How could I join? What do I do to join?	



# Going to Bedford High School How do you feel?

These could be useful to think about when you think about changing school. Use two different coloured highlighters, highlight the phrases that you are looking forward to in one colour; use a different colour for those you are worried about.

Making new friends	Homework
Dinner time	Meeting my new teachers
Having a different uniform	Being with older students
Finding your way around	Learning a new timetable
Getting to school	Being on time
Meeting others my own age	Break times
Being with friends	Joining clubs
School rules	Being able to do the work
Getting changed for sport/PE	Getting lost

# Research on Bedford High School

Find a picture or photo of Bedford High school and stick it here.

Bedford High School address is: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The telephone number is: \_\_\_\_\_

The e-mail address is: \_\_\_\_\_

The website address is: \_\_\_\_\_

The name of the Head teacher is: \_\_\_\_\_

The name of my Pastoral Manager is: \_\_\_\_\_

The name of my Pastoral Guidance Officer is: \_\_\_\_\_

# How will I get to Bedford High School?

You may **walk** or **cycle** to school, if you do then answer these questions:



Do you know the way to School?	
Will I have a friend to walk or cycle with?	
Where will I put my bike at School?	
How long will it take me to walk to school?	
How long will it take me to cycle to school?	

You may go by **car**, if you do then answer these questions:

Will I go by car every day?	
Who will drive me?	
Will I get a lift home as well?	
How long will the journey take to school?	



You may travel to school by **bus**, if you do then answer these questions



Where is the bus stop?	
What time is my bus to School?	
What number is the bus to School?	
Is there another bus I could catch to school?	
Will I need money for the bus?	
What time must I leave home to catch the School bus?	

# Planning your journey

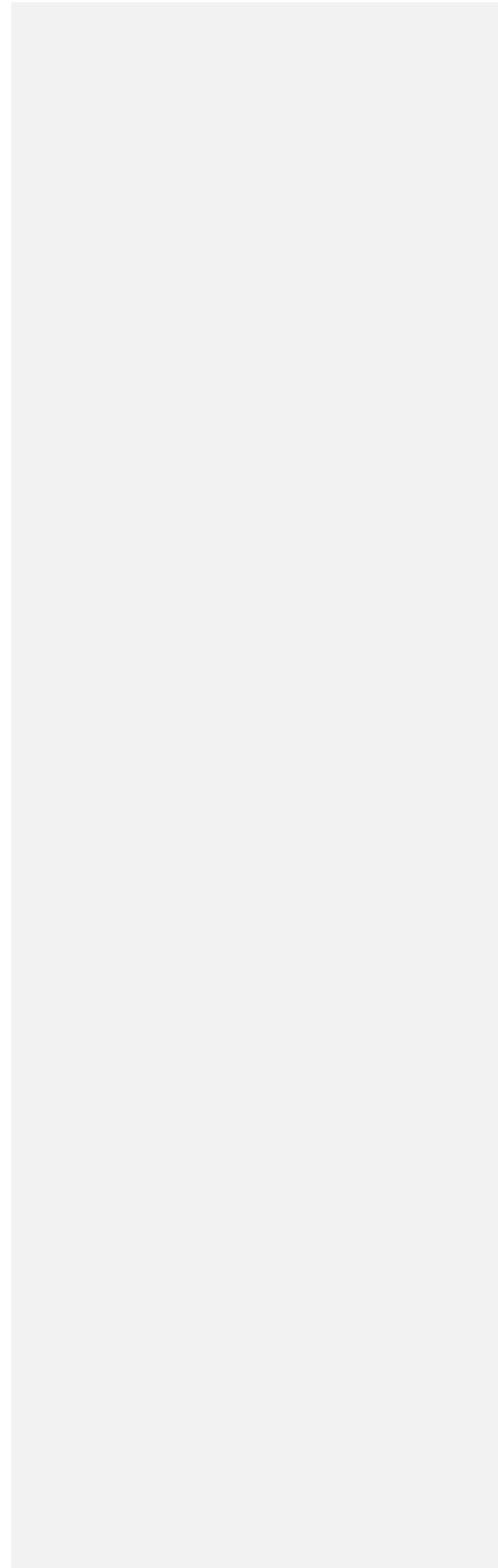
It is important to plan your journey so that you get to school on time.

Use a bus timetable to plan your journey.

Where do I want to go?	
Which buses go there?	
When do I want to arrive?	
How long will the journey take?	
Which bus will get me there in time?	
Where is the bus stop?	
How long will it take me to get to the bus stop?	
What time do I need to leave my house	
How much will the journey cost?	
Do I need an IGO card?	
Where do I get an IGO card from?	
How much is an IGO card?	

# **Route to Bedford High School**

Find a map that shows both where you live and Bedford High School.  
Photocopy a map and draw on your bus stop and your route to school.



# Bedford High School

## Uniform

It is important to wear the right clothes when you start Bedford High School.

Find some photographs of students at Bedford High School. You may find pictures on the website, in the school prospectus or you may know someone who already goes to the school who can show you.

Find out the Bedford High School dress code.

Are there any clothes or jewellery you are not allowed to wear?

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Is there anything you need to practice?

- Tying a tie?
- Changing quickly for PE?
- Tying shoelaces?

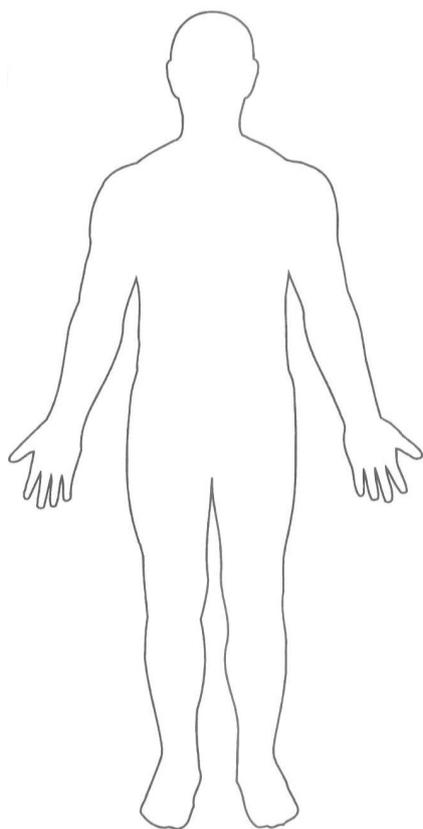
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List some of the clothes you might wear to Bedford High School. Remember to think about appropriate shoes.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

# My school uniform



Find a photograph or draw a picture of Bedford High School uniform you will be wearing.

You will need different clothing for P.E. Make a list of the Bedford High School PE kit

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

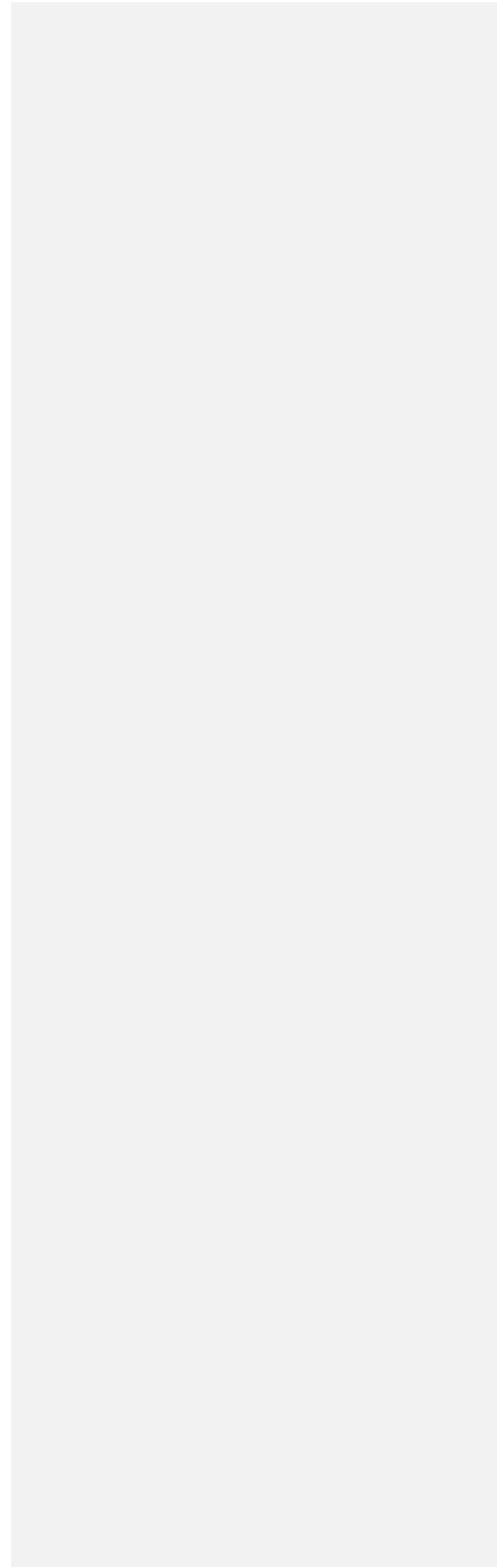
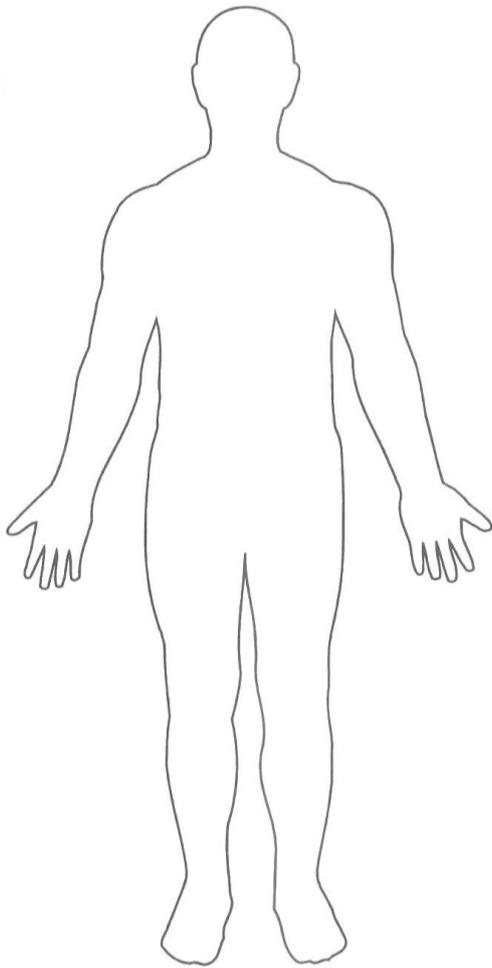
9. \_\_\_\_\_

10. \_\_\_\_\_

Make sure you buy a bag that is suitable for carrying your P.E. kit, and that it is comfortable to carry.



# **My P.E. kit**



# What if .....



## I am ill?

Your parents, or the person who takes care of you, should telephone school on the 1<sup>st</sup> morning that you are sick to tell us why you will not be in and every day until you return to school. When you return to school, you need to bring a letter to explain why you were off, from your parents/carers so that it can be put in your student file.

## I feel ill at school?

You should tell your teacher if you feel ill during a lesson. If you continue to feel poorly your PGO will decide whether we need to contact your parents.  
**YOU MUST NEVER GO HOME WITHOUT PERMISSION!**



## I need to use the toilet?

You will not usually be allowed to go to the toilet during lesson time. However, if you **really** need to go, you must ask the teacher who will sign your planner to show they have given permission.

## I get lost?

Everyone gets lost at some time when they start at a new school so  
**DON'T PANIC!**



Ask a member of staff or a 'Bedford Buddy' – they will always be glad to help.



### **I forgot my homework?**

Explain the reason you don't have your homework to the teacher – if it's the 1<sup>st</sup> time you've forgotten it you'll probably get a 2<sup>nd</sup> chance.

Use your Bedford High School planner to record your homework and check it every day. If you do your homework on the day it is set you will be better prepared and will make better progress.

### **I have a medical/dental appointment?**

Your parents, or the person who takes care of you, should write a note to school to let us know the date and time of your appointment.



### **I have lost something**

You should report it to the teacher or Pastoral Guidance Officer and go to the office and ask to look in the 'lost property' to see if it's been found.

### **I am late?**

You should go to the 'Attendance Office' as soon as you arrive in school to 'sign in' so that we know you are in school.

**If you're not in school by 9.30am a truancy call will be sent home!**



# Healthy Lunch Box Guide

What do you like to eat?

Write or draw your food items below

Item 1:

Item 2:

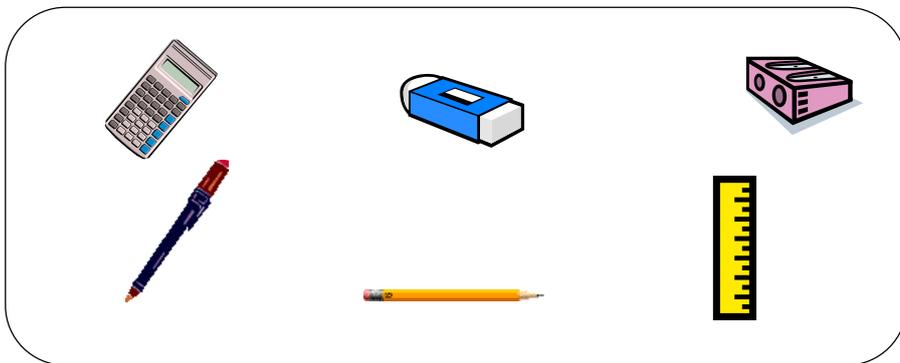
Item 3:

Item 4:



# Things I need to bring every day

Every day you will need your writing equipment. Circle the equipment you need in your pencil case. Draw in anything else you need.



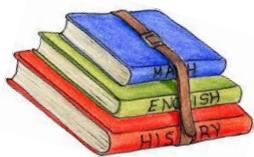
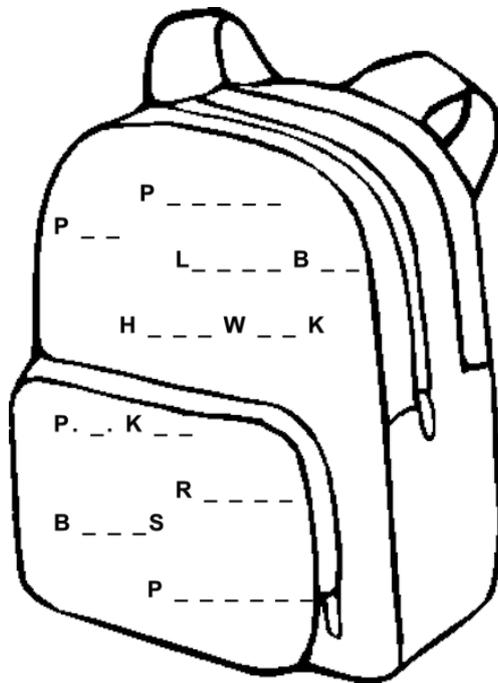
Some days you will need extra equipment. This will depend on the lessons you have that day. Look at your timetable and work out the additional equipment you need each day.

Day	Things I will need to bring
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	

# Checklist!

Pin this checklist up in your room and use it each evening to make sure you have everything in your bag that you'll need for school the next day.

Do I have everything in my school bag that I'll need?



# Say **NO** to **BULLYING!**

## Bullying:

- Can be physical or involve threats of physical harm.
- Can be name-calling or spoken teasing.
- Can be demanding money or things, or making someone do something they do not want to do.
- Can involve excluding someone, deliberately leaving someone out of an activity or ignoring them.
- Is usually repeated over a period of time.
- Takes place when one person or group has more power than the person or group being bullied.

## Bullying is not:

- An accidental bump or jostle, in the school corridor, for example.
- An argument with a friend.
- A friend being nasty over something specific.
- A one-off fight or argument.

## Why do people bully?

- Very few people who are happy with themselves bully others
- Sometimes bullies have been bullied themselves - they are looking for someone to take their anger out on.
- Sometimes bullies are jealous.
- Bullying can make people feel strong, respected and powerful, but they often feel bad too.

# Beat the Bullies

## Six good reasons to tell someone:



You have the right to live without the stress or fear of being bullied.



Taking action is better than doing nothing.



There is nothing embarrassing about being bullied- think how many people it happens to.



It is braver to tell than to hide it.



If you think there is something wrong with you, is it because the bullies have made you feel this way? This is a common effect of being bullied and **IT IS NOT TRUE**.



Bullying does not say anything about **YOU**. It says a lot about the **BULLY**. (If you call me a hippopotamus does it mean that I am one?)

**You will be helping the bully to stop and could prevent future bullying of others. You will be the hero by acting responsibly and maturely.**

## Useful websites/numbers

[www.childline.org.uk](http://www.childline.org.uk) or 08001111

[www.bullying.co.uk](http://www.bullying.co.uk)

[www.bullyfreezone.co.uk](http://www.bullyfreezone.co.uk)



# Bedford High School

## **Smile**

A smile is highly infectious and has powerful side-effects. It makes everyone feel happy and friendly.

## **Listening**

Listening is when you hear, take in, understand and act on what is being said. Listening is much more exciting than just hearing. Listening is all about being there and catching every second of exciting action.

## **Get Involved**

You can sit on the side-lines of school or you can get involved and have some fun. Why not join one or more lunch time or after school clubs.

## **Being Positive**

This is about being positive that you are doing your best. If you're just coasting along and doing the minimum, then school will be a drag. Up your attitude and your school day will be something you'll look forward to. You only get out what you put in.

## **Sweating it out**

It's important to get some exercise. Not only does it make you feel better, exercise wakes you up and team sports teaches you about getting along with others, working together, leadership and about being a 'good sport'.

# And Finally....

Now you are moving on, it's a good time to set yourself some goals that you would like to achieve at Bedford High School.

In the box below write down 3 things you would like to achieve at Bedford High School.

For example, these may be about making new friends, working hard, joining new clubs or teams.

