

THE

SCHOOL

LAURENCE JACKSON

**Laurence Jackson School**  
**Year 6 to 7**  
**Transition Week**  
**8<sup>th</sup> – 12<sup>th</sup> July 2024**

## Welcome

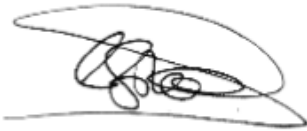
Dear Parent/Carer

I am Miss Giles, the Pastoral Leader who takes responsibility for transition and oversees Year 7. We are delighted that you have chosen to send your child to Laurence Jackson School and are really looking forward to meeting them and starting to get to know them during transition week.

The purpose of transition week is to give your child the opportunity to gain familiarity with our school building, meet staff and start to make new friends in preparation for September. Our rationale and approach to the week is to give pupils as much experience of our typical routines and arrangements as we can so that they go into the summer holidays knowing what to expect when they join us officially in September. We have found that this approach really increases pupils' confidence and allays any concerns or nerves that they may have. Every year, the vast majority make the transition from primary to secondary school smoothy and they quickly settle in to life at LJS. Where pupils find the transition more challenging there are lots of ways that we can provide additional support to resolve any difficulties that they are experiencing. Any concerns at any aspect of transition or your child joining us, please do not hesitate to contact us. I will be very happy to answer any questions or provide any support and can be contacted via [transition@laurencejackson.org](mailto:transition@laurencejackson.org).

Myself and Headteacher Mrs Jukes will be presenting a Year 6 to 7 transition information session on 27<sup>th</sup> June in the main assembly hall for all parents/carers of Year 6 pupils – we look forward to seeing you there.

Kind regards



Miss C Giles

Enhanced Transition Lead / Year 7 Pastoral Leader



### **Access to the school site at the beginning and end of the day**

If your child is walking to school or using public transport, they should use the footpaths leading up to school at the start and the end of the day. There are duty staff available and visible around the school site before and after school who will be able to support and direct them until they find their way. To ensure student safety, parents are not able to drive up on to the school site at the beginning or end of the day. If you are dropping off or picking up your child by car, please try to arrange to meet them off-site as there are limited pick up/drop off spaces which can be found at the bottom of the school drive.



### **Transport**

Laurence Jackson provides a school transport service to and from south Middlesbrough, and the Local Authority (Redcar and Cleveland) provides a transport service to and from East Cleveland.

If you have requested a place on our school transport service already and paid the deposit, your child will be able to use the service without additional cost during transition week. Information about the timetable and bus stops is in the 2024-25 home-school transport handbook linked [here](#). You will find the link to a form for applying for a place on the home school transport service in the same document if you still need to. To secure a place in September, the form must be completed by 21st June. Passes will be allocated in receipt of the completed application form. Your first payment needs to be made in advance by 5th July.

If you live in East Cleveland and would like to access the Local Authority transport service, please contact Redcar and Cleveland on 01642 776906. In the same way as with the school service to south Middlesbrough, if your child is eligible to travel on this service because of where you live, or if you have applied for a paid place on this service, your child will be able to use it during transition week.

### **What to bring and what to wear**

Your child should wear their primary school uniform for transition week. They will need to bring a bag to school to carry their belongings around school in. Please make sure that your child has a pencil case which contains a blue or black pen, a pencil a ruler and an eraser. We also recommend that they bring a bottle of water to school, and if they are not going to have a school meal, they will need to bring a packed lunch.

All Year 6 pupils will have a PE lesson on one of the days they are with us during transition week and will be told on the first day which day of the week will be their PE day. On their PE day they should come to school wearing their primary school PE kit. There will be no PE lessons on Monday 8<sup>th</sup> July.

### **Arrival at school**

You child should arrive at school by 8.20am each day. They will come in to school with the rest of the students via the student entrance which is situated to the left of the main entrance. Duty staff will be visible to direct Year 6 pupils. On the first day they will be directed straight to the Sports Hall where they will meet their form tutor and other members of their form group. From Tuesday onwards they will go to their outside social area where they will be supervised until the start of the day. Year 6 will be given



information about these arrangements on the first day and throughout the week there will be staff available to support and direct them. Each form group will also be assigned an older student who will act as student leader and escort Year 6 pupils to lessons and be a friendly face for any questions.

### Lunch

During transition week all Year 6 pupils will be provided with school lunches **free of charge** every day and will be able to familiarise themselves with the arrangements and experience a typical lunchtime at our school. Lunch will be at 12.05pm during transition week. Further information about lunch arrangements, including example menus, can be found via our [website](#). Students can choose between the following meal deals:



- Main course and dessert
- Main course and carton drink or bottle of water
- Pasta King and dessert
- Pasta King and carton drink or bottle of water
- Grab bag (sandwich, dessert **OR** carton drink or bottle of water)
- Wrap and dessert
- Wrap and carton of drink or water

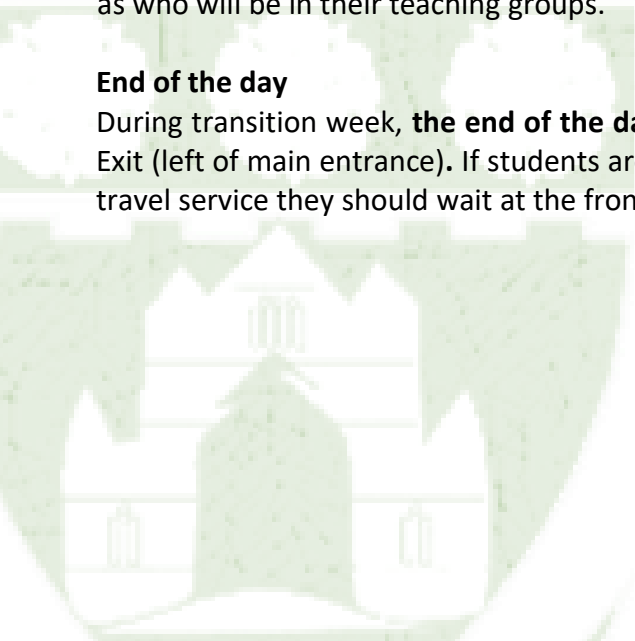
### Forms groups, teaching groups and settling in

The transition to secondary school for all students is supported by an extensive pastoral support team. Whilst student and parent anxieties about transition are often expressed as concern about form class placements, experience shows us that despite these normal anxieties, the vast majority of students settle well into school and make new friends quickly.

Form time is at the start of the school day where various form time activities, equipment and uniform checks take place and students can get ready for the day ahead. Form Tutors will be the first member of staff that students see on a daily basis and will help and support them every step of the way. Joining a new form is the beginning of the process that mixes students from these different feeder schools as they become a year group at our school. Every year students join us who do not know anyone else, but they very quickly settle in and make new friends. Students will meet their Form Tutor on the first day of transition and will have transition week to settle in and get to know new people. During transition week, students will be taught in their form groups but from September they will be placed in different teaching groups. This means that the children that students are in form groups with are not necessarily the same as who will be in their teaching groups.

### End of the day

During transition week, **the end of the day is 2.30pm**. Year 6 pupils will leave school site via the Student Exit (left of main entrance). If students are using the school transport service or the Redcar and Cleveland travel service they should wait at the front of school where designated staff will be with them.



## Transition Week Programme 2024

### Monday 8<sup>th</sup> July

On arrival at school, Year 6 pupils will be directed to the Sports Hall where they will be introduced to key staff and their Form Tutor. Students will spend their first morning with their form tutor and meet their tutor group. They will also receive their timetable for transition week, have a tour the school and will have a biometric profile set up so that in September parents/carers can pay for lunches via our biometric/online system. In the afternoon Year 6 pupils will take part in lessons



### Tuesday 9<sup>th</sup> July

During the morning, Year 6 pupils will watch selected scenes of our school production of *We Will Rock You*. If you have any queries, reservations or would not like your child to watch this production please email [transition@laurencejackson.org](mailto:transition@laurencejackson.org) If we do not hear from you, we will presume you give consent for your child to watch the show. In the afternoon Year 6 pupils will continue to take part in lessons.

If you would like to purchase tickets for any of the show nights in July, please [click here](#).

### Wednesday 10<sup>th</sup> July Thursday 11<sup>th</sup> July and Friday 12<sup>th</sup> July

During these days students will continue to take part in a range of lessons.



Parents/carers of Year 6 SEND pupils can attend a drop-in coffee morning in the youth centre on Friday 12<sup>th</sup> July between 11am until 12noon led by key staff and the SEND team.

