



Transition Booklet

This Transition Booklet contains many ideas and activities that may be used to support a young person in the transition from Primary to Secondary school.

Please feel free to use it as appropriate for your young person.

You could use all of it or some of it and it may be completed in any order.

Currently, schools are shut and you will not be able to visit your new Secondary school. This is to keep you and the teachers safe from illness. The staff at your new school will still be able to answer emails however, and it is ok to ask an adult at home to email the school to ask for information to help you learn more about the school

Moving on to Secondary School

Year 6-7 Transition book

for

[Insert Name]

I will be leaving...

[name of Primary school]

On...

[date]

I will be starting...

[name of Secondary school]

On...

[date]

This is a picture of me... [draw a picture or put a photograph of yourself here]

My school Timeline

Age 1 2 3 4 5 6 7 8 9 10 11

Date of birth

Start
Primary
School

Going to
Secondary
School



My new school

Whilst we are in lockdown and schools are closed, it may not be possible to visit your new school lots of times before September. This might be something that worries you, or you may not mind it.

To get to know what your new school looks like, you can go on the school website to find some pictures of the building and outside areas. You could also ask an adult who supports you to contact the school by email, so they can send you some pictures of your new form room and classrooms.

You can copy and paste, or cut and glue, these pictures here:



School Uniform

Go onto the website of your new Secondary School and see if there is some information about their school uniform.

This is what my school uniform will be when I go to Secondary School:

If I have any worries about my new school uniform then I can talk about it with my family or an adult in Primary School. The Secondary School might be able to make some adjustments to the school uniform so that I can feel more comfortable.

My New School

Finding my way around

Go onto the website of your new Secondary School and see if there is a map of your new school.

Photocopy or insert a map of the school and put it on this page:



Choose different colours and colour in:

Place in School	Colour on map
The door I will use to come in	
Toilets	
Dinner Hall	
Lockers	
Main Office	
Library	
Staff Room	
Head of Year 7 Office	
Other rooms where I have my lessons	
Add anything else that is important to you.....	

Important People in Secondary School

My Form Tutor 	My Head of Year
The School Receptionist(s) 	My Support Assistants
SENCO 	Autism Lead Practitioner
Other people who are important to me 	

My safe place to go in Secondary School will be:

My Circle of Support

For example:

- Family,
- Friends,
- School staff,
- Key adults.



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Transition Information – what could I ask for?

There will be places in the school which are important to know about for when you need help, or which you might need to visit regularly. There are also people in the school who you might like to see a picture of before you meet them.

Some places/people you might like to ask for a photo of:

- Key staff (your form teacher or support staff)
- SEN Office
- School Entrance
- Your form room
- Dinner Hall
- Toilets
- The classroom for your favourite lesson



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My Daily Checklist for Secondary School

Day	What I need to take to school	Where I keep it (e.g. in bag/locker)
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Everyday	E.g. Pencil Case, Lunch, Fidget Toy	



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Transition Passport

Filling in this Transition Passport will help you to think about what kind of support you will need in your new Secondary School.

An adult at home can help you to fill it out.

It will help the staff at your new school to understand what they need to do to support you.

(If I already have this then I can insert it here):



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This is my Passport between Year 6 and Year 7

It tells you about all the things I am good at and some things I might need help with...

My full name is:

Please call me:

Primary School:

Secondary School:

Important people at home:

Important people at Primary School:

Important people at Secondary School:

I am really good at:

I really enjoy:

I don't like:

I find it hard to....

Make friends?

Remember things?

Get up in the morning?

This is my sensory profile. This can help my new teachers to understand me even more. (Cross out or delete those that aren't true)

Over sensitivity to sensory stimuli means a person is likely to **avoid**. I have the following over sensitivities:

Over sensitivity to sensory stimuli means a person is likely to avoid . I have the following over sensitivities:								Motor skills differences
Doesn't like bright lights	Can't tolerate certain smells	Has a restricted diet, may be VERY fussy eater	Covers ears with hands when hears loud noise	Dislikes being touched/ being in crowds	Struggles to go up and downstairs		Feels constantly hungry/thirsty	Delayed at sitting/ crawling/ walking
Gets headaches from artificial lights	Refuses to go in certain room due to smells	Dislikes different types of food touching on plate	Finds it hard to filter out background noise and focus in classroom	A light touch can be very painful	Avoids/dislikes PE		Feels the urge to go for a wee or a poo very often	Finds handwriting/ drawing/ using scissors difficult
Can't tolerate certain colours				Doesn't like wearing new clothes	Avoids being off the ground		Has a low pain threshold	Finds using cutlery difficult
				Seams or labels in clothes can be very uncomfortable	Moves whole body to look at something		Feels constantly too hot/too cold	Struggles with whole body co-ordination, e.g. sports, bike
Sight	Smell	Taste	Hearing	Touch	Balance (vestibular)	Proprioception (body/space awareness)	Interoception (internal body awareness)	Finds it difficult to get dressed/tie shoe laces
Under sensitivity to sensory stimuli means a person is likely to seek . I have the following under sensitivities:								
Stares at bright lights	Sniffs items deeply	Eats non-food items	Listens to music/TV very loud/puts ear to speaker	Touches other people a lot	Likes to spin around	Leans against things	Doesn't recognise thirst/hunger	
Fixates on particular colour/ pattern	Is unaware of strong smells	Likes very spicy or flavoursome food	Likes to hear the noise of objects being banged /dropped	Seeks out preferred fabrics/textures	Is constantly on the move	Sits on legs/feet	Can't tell when needs a wee or poo	
Moves hands or objects in front of eyes			Makes self-stimulatory noises	Finds it hard to gauge temperatures, e.g. of bath water	Feels the need to jump/ trampoline	Likes deep pressure	Has a high pain threshold	
					Feels the need to be upside down	Is unaware of own strength	Can't tell if too hot/too cold	
					Feels the need to climb	Bumps into people/objects		
						Walks on tip-toes		
						Chews non-food objects		



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<p>Things that help me if I'm upset</p>	<p>Things that I worry about</p>
<p>How to help me at break time</p>	<p>How to help me at dinner time</p>
<p>How to help me around the building</p>	<p>Anything else you should know about me – including any awesome facts or ideas!</p>

Feeling Nervous about Secondary School

Most children in Year Six can be nervous about Secondary School. Circle anything that might make you nervous or write your own question down. Then talk through the 'nerves buster' for each particular question with someone at home who knows you well.

What if I
forget my PE
kit?

What if I get
bullied?

What if I lose
my dinner
money?

What if I need
a drink?

What if the
dinner hall is
too noisy?

What if I haven't got
the right things for my
lesson?

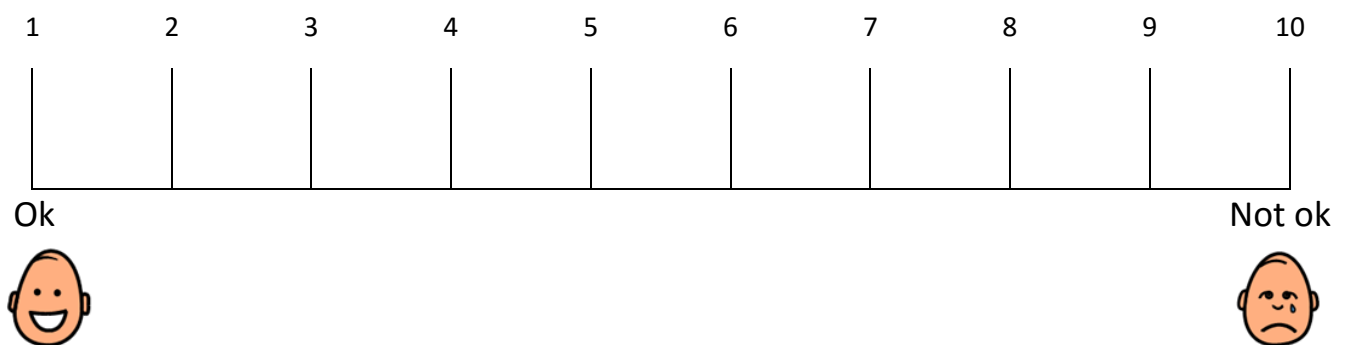
What if I'm
late for
registration?

Write down anything else you might
be nervous about...

The 'nerves buster'

What am I nervous about?

How big is it on a scale of 1 to 10? (Circle the number you think it is on the diagram above)



Will getting help from someone in your school help to make your worry smaller? Yes / No

Who is the person who can help?

Will getting help from someone at home help to make the worry smaller? Yes / No

With help from someone who knows you well, think of 3 other things that will make your worry smaller

1)

2)

3)

Getting ready for secondary school

- You will be thinking about your new school
- You may be worried
- Please answer the following questions by ringing the number which shows how you feel.
- Putting a circle round Number **1** means you are not worried at all. Number **4** means you are very worried.
- _____ will help you fill in this form.

1. Being bullied	1	2	3	4
2. Getting lost	1	2	3	4
3. Making friends	1	2	3	4
4. Getting detention or 'punishments'	1	2	3	4
5. Having a lot of different teachers	1	2	3	4
6. Finding classwork too difficult	1	2	3	4
7. Homework.	1	2	3	4
8. Doing PE	1	2	3	4
9. Changing and showering	1	2	3	4
10. Being late for school	1	2	3	4
11. Being late for lessons	1	2	3	4
12. Having your money stolen	1	2	3	4
13. Having other property stolen	1	2	3	4
14. Break time / lunchtime	1	2	3	4
15. Doing tests and exams	1	2	3	4
16. Forgetting books or equipment	1	2	3	4



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School Rules

In my new Secondary School there are pupils and staff.

When a lot of people have to work together in the same group of buildings, there have to be rules.

If there were no rules people would not be able to get any work done. The school staff would not be able to do their jobs. The children would not be able to learn.

I might agree with the rules or I might disagree with the rules, but I must not break the rules.

I will have a list of the rules when I get my school planner and the teachers will talk to the class about them.

If I break the rules there will be negative consequences. Sometimes this means that I will get a written comment in my planner.

Find out what are the school rules in your new school. You might be able to find this information on their website. If the rules are not on the school's website, you might need to email the school to ask for a copy.

If I am worried that I might not be able to keep the school rules I need to talk toat home, or to in my Secondary School.

They will help me to try and keep the rules.



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School Rules

Some school rules are not written down like the ones in the list below. Look at these rules with someone who knows you.

Add any other rules you think should be on the list.

1. If you are lost, frightened or worried any adult in the school will help you. It is ok to ask for help if I am feeling worried about something.
2. Try hard to be polite to adults at school.
3. Put your hand up if you want to talk to the teacher in the class.
4. Don't run in the corridors.
5. If there are a lot of people in the corridors or on the stairs, try to keep moving. If you stop you might cause a blockage.
6. Don't go to places that are only for staff or sixth formers unless a member of staff sends you.
7. Never try to hack in to the school computer – even if you can, you must not do this as it might lead to you being excluded from school.
8. [Other unwritten rules I can think of]:



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What is bullying?

Bullying is when a child deliberately does something to another child which they know will upset them.

Underline or highlight things in this list which are done deliberately to upset someone.

- Taking someone's money and not giving it back.
- Accidentally bumping in to someone in the corridor.
- Telling other children that someone fancies someone else.
- Hitting, kicking, nipping or scratching.
- Verbal abuse about someone's appearance, race, sexuality or disability.
- Disagreeing about someone's taste in music or favorite TV programmes.
- Having a different opinion from someone else.
- Making someone do something which breaks the school rules.



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Bullying

1. Bullying is against school rules.
2. Teachers hate bullying and work hard to stop it.
3. Most people in year 6 are worried about bullying in Secondary School. But it doesn't happen very often.
4. If you are not sure if you are being bullied or not, ask a member of staff or someone in your family to help you.

There are lots of things you can do to keep yourself safe from bullies.



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Keeping Safe

1. If someone is bullying you tell a member of staff and someone on your family, **even if the bullies say they will hurt you if you tell.**
2. Make sure you know where the members of staff are standing if you go outside at break times.
3. Tell a member of staff or someone in your family if you are anxious about being in the toilets or changing rooms without a member of staff.
4. Practice walking away from children who are saying or doing things you don't like.

Remember bullies are not in charge. Adults are more powerful than bullies.



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Telling the teachers about other children's behaviour.

You **must** tell the teacher if another child is hurting you, upsetting you or doing something dangerous.

You don't need to tell if another child is being silly.

Remember: It is up to the teachers to make sure that the school rules are kept.

Underline or highlight things on this list that you should tell the teachers about.

- Not doing a tie up properly
- Abusing someone about their appearance, race or disability
- Taking food from someone
- Whispering in class
- Scribbling over someone's work books
- Shouting in the corridor
- Wearing jewellery
- Calling someone a horrible name
- Calling someone a funny name
- Hitting, kicking, scratching, head butting or biting someone
- Threatening someone
- Wearing make-up



Making Friends

Moving to a new school is a good time to make new friends. Some people are good at this, other people find it much harder. Remember, **EVERYONE** at a new school is feeling nervous.

Here are some top tips for making new friends. With someone who knows you well, practice these friendship skills.

1. Smiling and saying hello.
2. Telling them your name and asking what they are called
3. Asking what primary school they were in before and telling them the name of yours
4. Asking them what their interests are
5. Telling them about your interests – but don't go on for too long!
6. Try to find something you are both interested in – like computer games.
7. Ask them about their families, and tell them about yours

Any other ideas.....?

Prompt cards

Prompt cards are useful if designed to address an individual's specific anxieties about a particular change or transition. They can be used in the upper stages of primary school through to adulthood.

Example:





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Questions I want to ask my new Secondary School

My Question	Who I can ask	Answer

Things to think about:

- What happens at lunchtime?
- Detentions
- After-school clubs
- Homework
- Timings of the school day