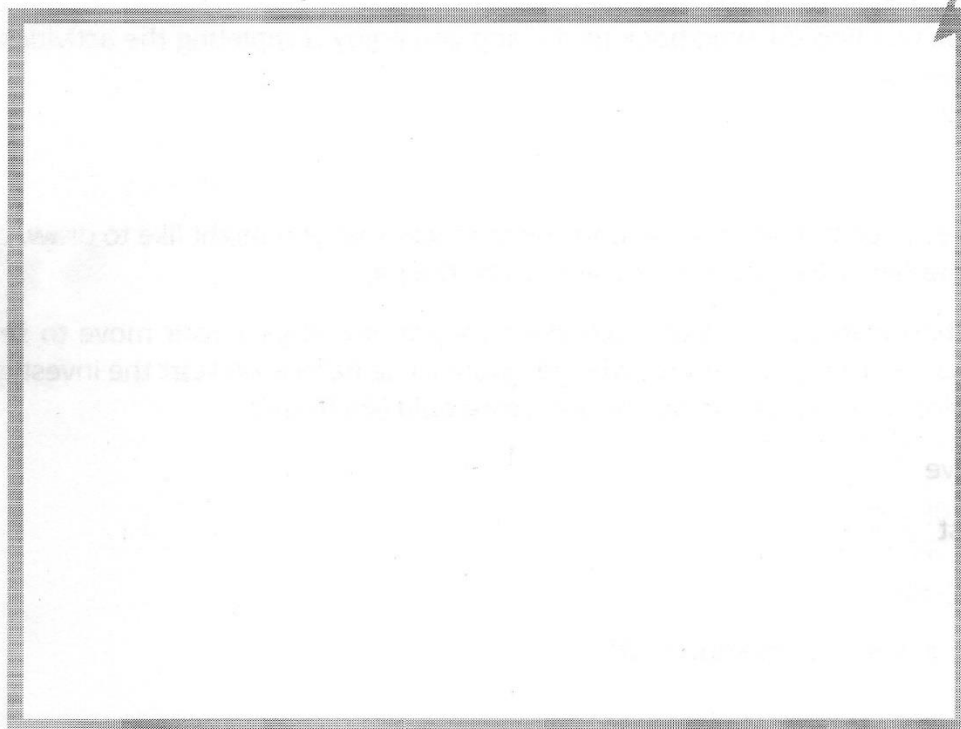


My Transition Workbook

You may want to stick or draw a picture of yourself or your new school here:



My name is:

My primary school is called:

My secondary school is called:

Introduction

What does 'transition' mean?

The word 'transition' means *the process of change*. For example, a transition could be changing from primary school to secondary school. In a time of transition (or change), some things can be exciting, and other things can be quite worrying. However, **planning** for the transition can make changes much less frightening with the help of other people.

What is this workbook for?

With your transition to secondary school approaching, this workbook is here to help you plan the move to your next school. Your parents/carers, and teachers at your primary school, can also help you complete it.


Some parts of the workbook are here to gather some useful information, some parts will help you think about what you are looking forward to, and some parts will help you make a plan to help with any things you might be worried about.

Everyone has different strengths and worries, so some pages might be more important for you, and some not so much. It is OK to leave these pages blank. Just fill in the pages that have things on them that are important to you.

We hope you find the workbook useful and you enjoy completing the activities that we have set for you.

Have fun!

Key:

Whenever you see the pencil  symbol it shows you that you might like to draw, colour or stick in something (like a picture or diagram) on the page.



This transition workbook can be used like a map to investigate your move to secondary school. To do this, why not choose who you want to be before we start the investigation?

I am going to be a [tick the box of who you would like to be]:

- ☐ Detective
- ☐ Scientist
- ☐ Investigator
- ☐ Someone who likes to know stuff!
- ☐

Who would you like to be?



Fact finding about my new school

To help you with your transition to secondary school, it might be helpful to search for clues about your new school. Some things you might want to find out are written below:

About my new school:

School name:

Address:

.....

Telephone number:

About my new teachers:

My head teacher is called:

My form teacher is called:

Other important people in my new school:

.....

.....

.....

What I am looking forward to the most

In a new school there might be many opportunities to try out things you have never done before, or to learn more about things you are good at.

You may have already been asked to think about three things that you are looking forward to about moving to secondary school. It may be helpful to copy these things on the lines below so that they can be kept as a reminder for you, and other people who you will meet at your new school.

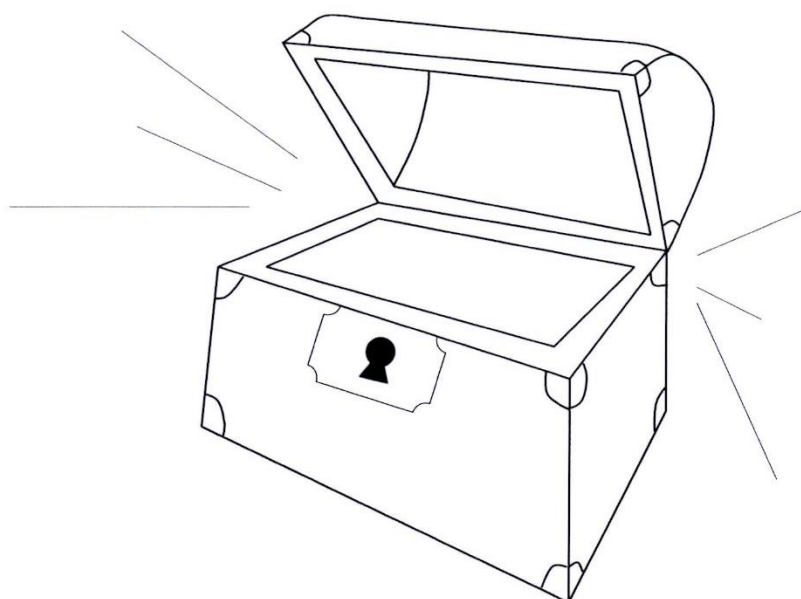
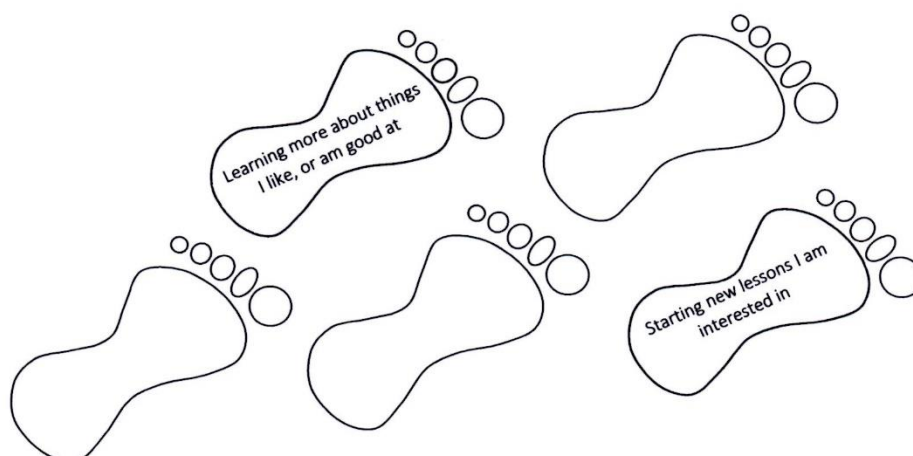
The three main things I am excited about moving to secondary school are:

- 1.....
.....
.....
 - 2.....
.....
.....
 - 3.....
.....
.....
-



The treasure chest

There might be lots of other things that you are excited about, or are looking forward to, about moving to secondary school. You might like to use the treasure chest below to write or draw these things here; there are a few examples to help get you going:



My biggest worries

Starting new things can be exciting but they can also be quite scary. It is good to investigate what these worries are so that you can plan what to do about them.

You may have already been asked to think about three things that you are not looking forward to about moving to secondary school. It may be helpful to copy these things on the lines below so that they can be kept as a reminder for you, and other people who can help you with them.

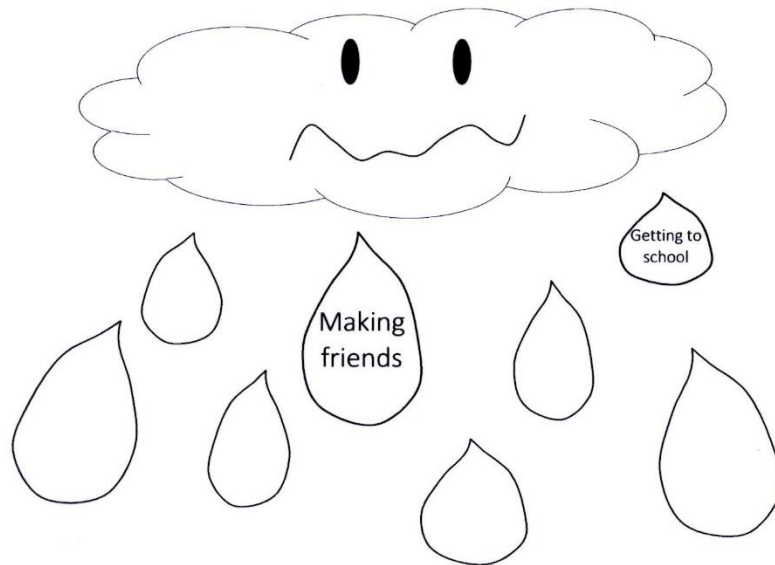
The three main things I am worried about moving to secondary school are:

- 1.....
.....
.....
 - 2.....
.....
.....
 - 3.....
.....
.....
-

The worry-cloud



There might be lots of other things that you could be worried about moving to secondary school. You may have already been given a list of things that some children feel worried about when they move to secondary school. You might like to use the worry-cloud below to write those worries here too so you can share them with people who can help; there are a few examples to help get you going:



Making plans

The next section will help you continue with your investigation into your new secondary school, and make plans to help with different things that are important to you.

Finding some assistants

When you are doing an investigation, are on an expedition, or when you are trying to find out stuff, you will need the help of some assistants (people who can help and support you).

Who can assist me on my transition to secondary school?

I think these people will be good assistants to help me with my transition to secondary school [tick the box(es) of who you think would be the best assistants]:

- ☐ My mum or dad
- ☐ My older brother or sister
- ☐ A cousin or other family member who has just been through the transition to secondary school
- ☐ My primary school teacher(s)
- ☐ The SENCO at my primary school
- ☐ One of my older friends
- ☐ Someone else:

.....

Who is going to be my key assistant from my new secondary school?

You may want to ask for help from your parents or one of your primary school teachers to find out who your key assistant is going to be at your new secondary school.

You may want to stick or draw a picture of your key assistant here:

A large empty rectangular box with a thin black border, intended for a drawing or a sticker of the key assistant. A small pencil icon is positioned at the top right corner of the box.

Name:

Job title:

How to find them:

When to find them:

Getting to my new secondary school

I am going to travel to my new school by [tick the correct box]:

☐ Walking

☐ Bike

☐ Car

☐ Bus

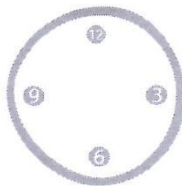
☐ Tube (underground train)

☐ Train

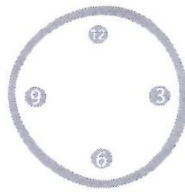
☐ I am going to travel with:

Planning my timing:

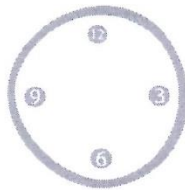
The *school day* starts at:



and *ends* at:



To get to school on time, I would need to *leave the house* at:



To leave the house on time, I would *need to get up* at:

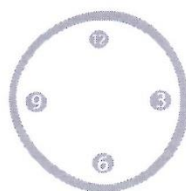


Getting to know my new secondary school

It may be important to you to find out a bit more about your new secondary school. This might include things like visiting your new school, finding out information before you start at the school, or making plans to help you with things you want to find out more about when you start at the school.

Visiting my new secondary school

I am visiting my new school on: ____ / ____ / ____ at



Who will come with you when you visit your new school? tick the correct box:

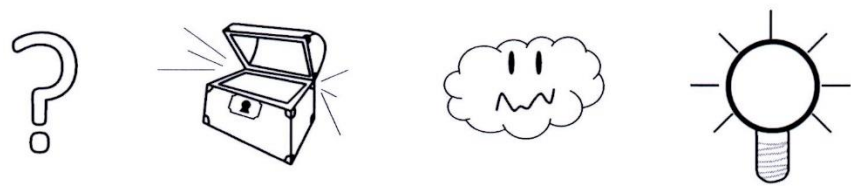
- ☐ My mum or dad
- ☐ My older brother or sister
- ☐ A cousin or other family member who has just been through the transition to secondary school
- ☐ My primary school teacher(s)
- ☐ The SENCO at my primary school
- ☐ One of my older friends
- ☐ Someone else:

.....

Who will you meet when you visit your new school? (You may need to ask the person you chose as your assistant(s) with finding this out.)

.....

.....



After your visit to your new secondary school:

How did the visit to your new secondary school go?

.....

.....

Did anything make you excited?

.....

.....

Did anything make you worried?

.....

.....

Are there any things you need to remember?

.....

.....

.....

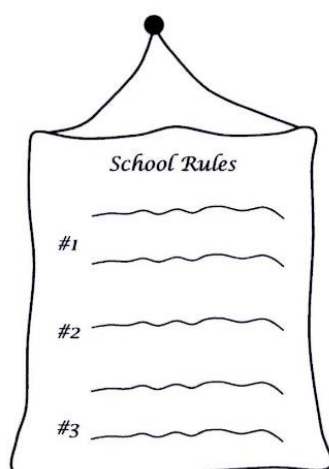
Are there any things you would like help with?

.....

.....

.....

School rules



Every school may have different rules. As you get older, there might be new rules to learn about. It is important to remember that school rules are there to make school life better for everyone.

If a school rule is broken there may be consequences (results) that you will need to know about. For some schools, if a rule is broken it may mean that the person who broke the rule is not allowed out at break or lunch time. For other schools, if someone breaks a rule it may mean that that person gets a detention (which could mean that they spend some extra time at school after the normal school day is finished).

There are sometimes ways that you can make things better/fix a situation after a school rule has been broken. Sometimes this might be simple, like saying sorry; other times it may mean that you spend some of your own time fixing something that has been broken.

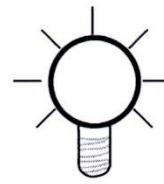
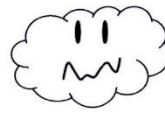
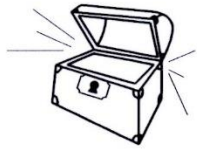
It might be important to you to check what the rules are at your secondary school so you can start learning them, plan how to follow them, and know what to do if you break them.

- ☐ I would like to find out about the rules at my new secondary school in advance i.e. before I get there [tick the box if you agree].
- ☐ I would like to find out about what happens if I break a school rule [tick the box if you agree].
- ☐ I would like to find out about what to do/how I could fix the situation if I break a school rule [tick the box if you agree].

If you ticked any of the box(es) above:

Who could help/assist you with finding out more about the rules at your new secondary school?

.....



After you have found out more about the rules at your new secondary school:

How did finding out about the new school rules go?

.....

.....

Did anything make you excited?

.....

.....

Did anything make you worried?

.....

.....

Are there any things you need to remember?

.....

.....

.....

Are there any things you would like help with?

.....

.....

.....

Getting to know the staff (teachers) in my new secondary school

In primary school (where you are at school now), you may have one main teacher (usually called your classroom teacher).

You may also have a teaching assistant (TA) who helps out in your classroom, as well as perhaps having other teachers for different lessons like Maths or English.

When children go to secondary school, they will usually have a different teacher for different lessons like Maths, English, Geography, History and lots more. This can be quite exciting but can also be quite scary.

Some people like to meet the teachers they are going to be working with before they start at the new secondary school. This might be important for you too.

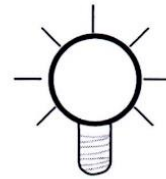
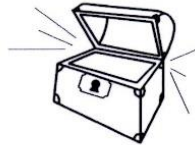
☐ I would like to find out about the teachers I will have at my new secondary school in advance i.e. before I get there [tick the box if you agree].

☐ I would like to meet the teachers who will be teaching me [tick the box if you agree].

If you ticked either of the box(es) above:

Who could help/assist you with finding out more about the teachers you will have in your new secondary school?

.....



After you have found out more about the teachers you will have in your new secondary school:

How did finding out about your new teachers go?

.....

.....

Did anything make you excited?

.....

.....

.....

Did anything make you worried?

.....

.....

.....

Are there any things you need to remember?

.....

.....

.....

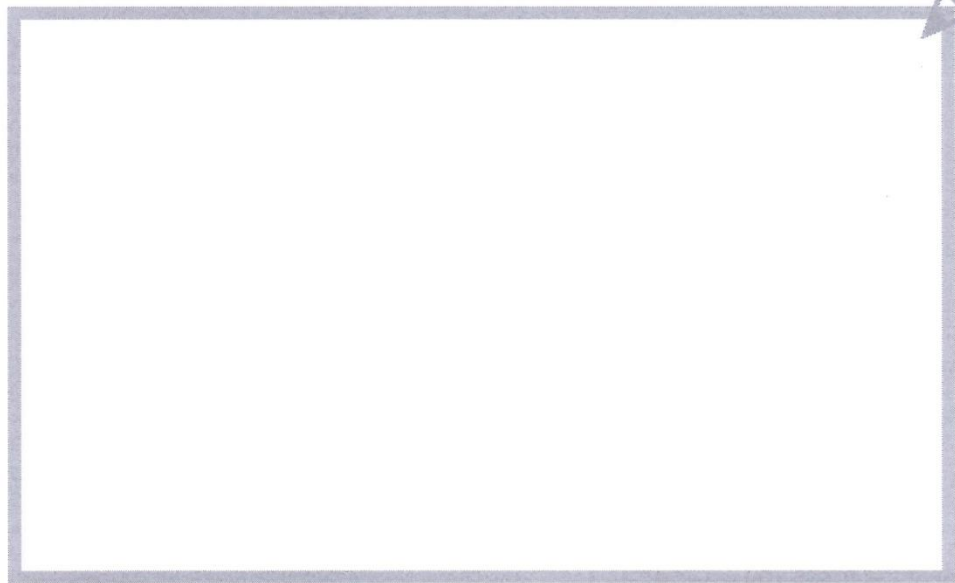
Are there any things you would like help with?

.....

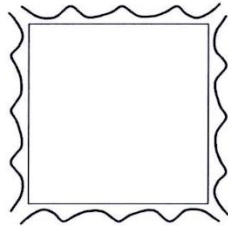
.....

.....

You may want to write a list of your new teachers here:

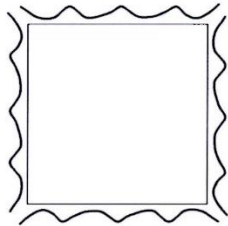


My secondary school teachers picture board:



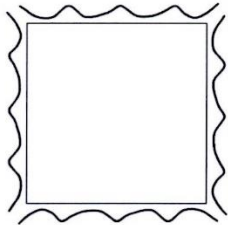
Name:

Who are they?



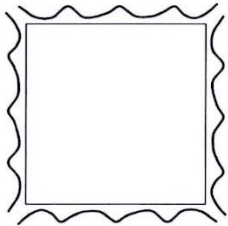
Name:

Who are they?



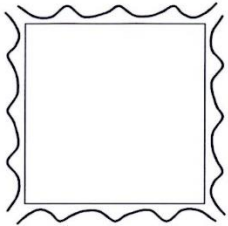
Name:

Who are they?



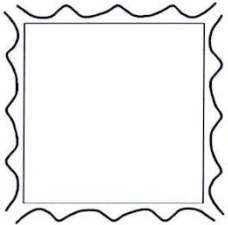
Name:

Who are they?



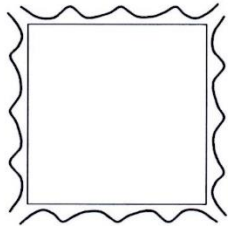
Name:

Who are they?



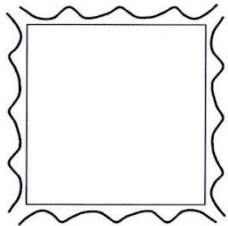
Name:

Who are they?



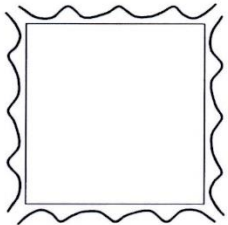
Name:

Who are they?



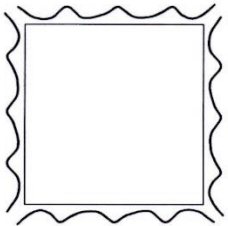
Name:

Who are they?



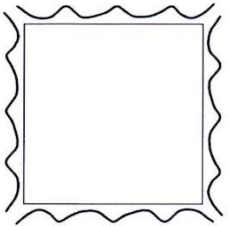
Name:

Who are they?



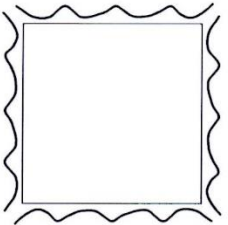
Name:

Who are they?



Name:

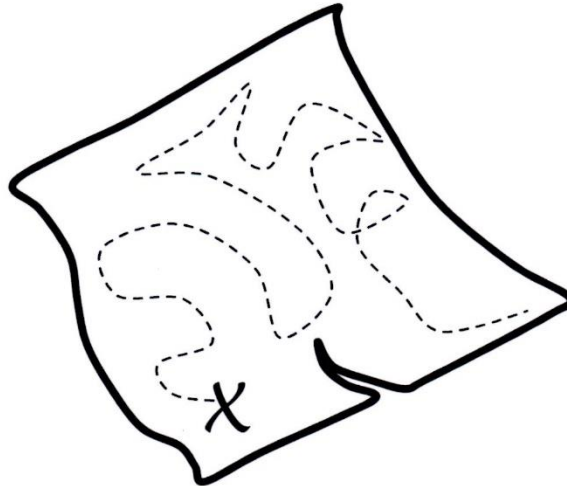
Who are they?



Name:

Who are they?

Getting to know my way around my new secondary school



One of the things that lots of children are worried about when they make the transition to secondary school is how big their new school is. Often children are worried about not being able to find their classroom and getting lost.

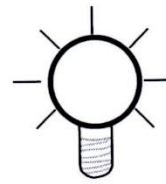
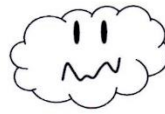
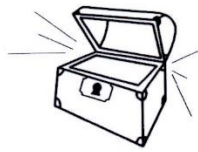
Like many other children, you might also be worried about how big your new secondary school is. It may be important for you to plan ahead and think about getting or making a map of your new school to help you feel less worried.

- ☐ I would like to get to know my way around my new secondary school in advance i.e. before I get there [tick the box if you agree].
- ☐ I would like to get, or create, a map of my new secondary school [tick the box if you agree].

If you ticked either of the box(es) above:

Who could help/assist you with finding out more about how to get around your new secondary school?

.....



After you have found out more about getting around your new secondary school:

How did finding out about getting around your new school go?

.....

.....

.....

Did anything make you excited?

.....

.....

.....

Did anything make you worried?

.....

.....

.....

Are there any things you need to remember?

.....

.....

.....

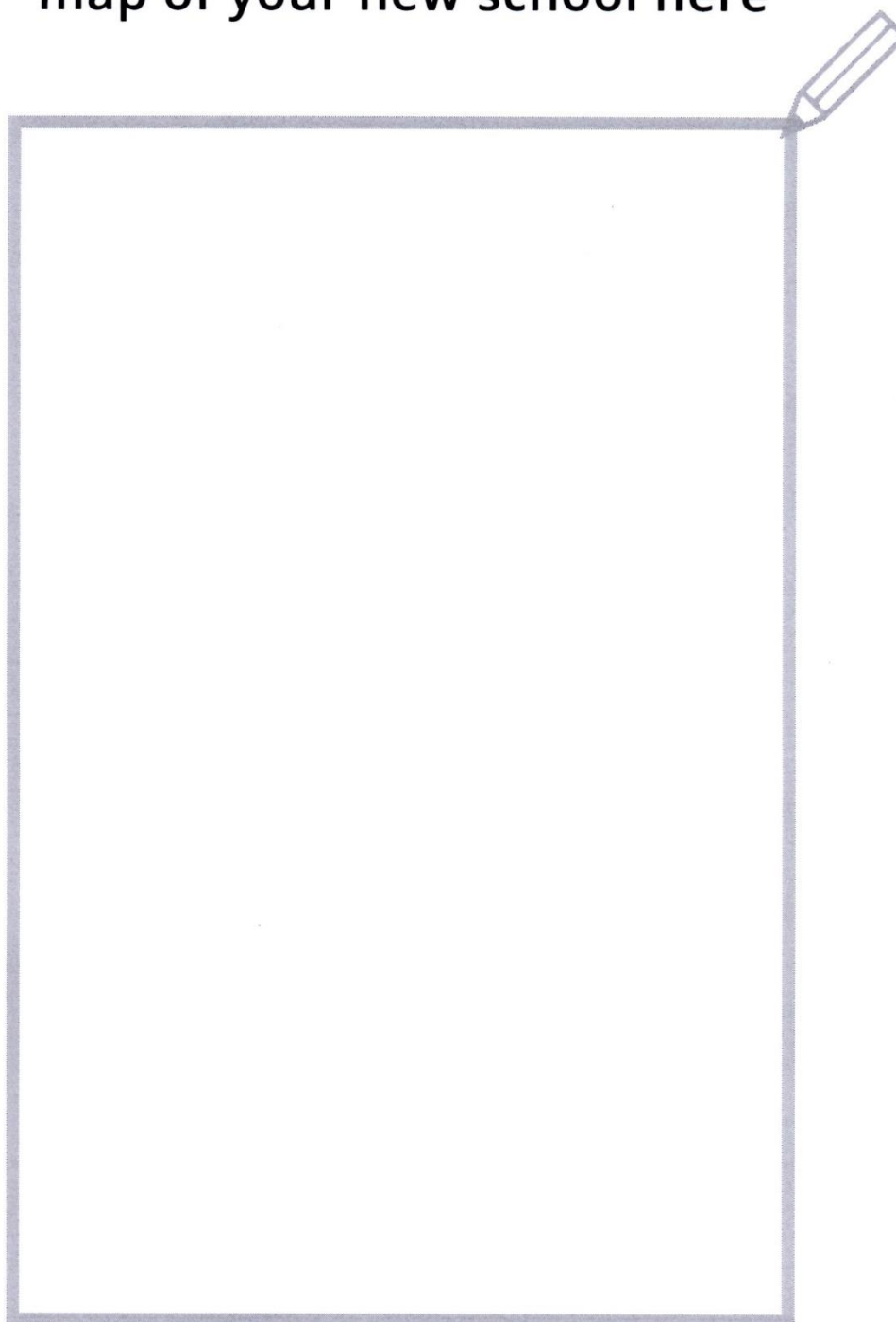
Are there any things you would like help with?

.....

.....

.....

**You may want to stick or draw a
map of your new school here**



Getting to know my new timetable

Time	Monday	Tuesday	Wednesday	Thursday	Friday
08:00					
09:00					
10:00					
11:00					
12:00					
13:00					
14:00					
15:00					

At primary school you will have had a few lessons in a week and you will have learnt which days and what times those lessons happen. For example, English might have been on a Tuesday morning, Maths might have been on a Thursday morning, and PE might have been on a Wednesday afternoon.

At secondary school you will have more lessons to go to, perhaps five or six every day. You will also have a lot more teachers. You will usually have one teacher for each subject/topic (e.g. Maths, Science, Geography). With many more teachers to get used to, you might find the 'secondary school teachers picture board' on page 183 extra helpful.

It is important to check whether your new secondary school has a one- or two-week timetable. If it has a two-week timetable you will also need to remember which week you

need to follow, i.e. the timetable for 'Week 1', or 'Week 2'. It might be *useful to get a calendar* that has all the weeks of a month on one page so you can plan out which weeks you need to follow the 'Week 1' timetable, and which weeks you need to follow the 'Week 2' timetable.

Your new timetable is one of the most important things you will need when you start at your new secondary school.

Your new timetable will show you:

Time	Monday
08:00	
	School starts
09:00	Assembly
10:00	Maths Room 1 LW
11:00	Break
12:00	English Room 2 MM
13:00	Lunch
14:00	PE (double lesson) Sports Hall WM
15:00	

- Which lessons you have on which day.
 - What *time* the lessons start and end.
(Getting a watch if you haven't got one might be useful to help you practise telling the time and getting to/from different places so you won't be late to your lessons.)
 - Which *room* the lessons are in.
(Some lessons might be in specific rooms e.g. PE might be in a sports hall, Food technology might be in a special kitchen, and Science might be in a laboratory.)
 - Which *teacher* you will have for each subject/topic.
(This might be written as just the initials of the teacher, e.g. 'Mr J. Bloggs' might be written as 'JB'.)
-

Because the timetable shows you all of these things, it can help you prepare when packing your school bag with the things you need for the next day.

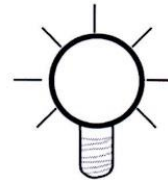
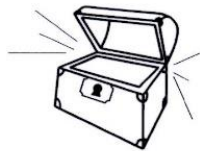
It might be important to you to get a copy of your new timetable before you start at your new secondary school. Some schools may not have got this ready for you just yet, so it might be useful to get the timetable that the current Year 7 pupils (children in their first year of secondary school) are following.

- ☐ I would like to get a copy of my new timetable in advance i.e. before I start my new secondary school [tick the box if you agree].
- ☐ If my new timetable is not ready, I would like to get a copy of the timetable that the current Year 7 pupils have [tick the box if you agree].

If you ticked either of the box(es) above:

Who could help/assist you with finding out about/getting your new timetable?

.....



After you have found out more about your new timetable:

How did finding out about your new timetable go?

.....
.....
.....

Did anything make you excited?

.....
.....
.....

Did anything make you worried?

.....
.....
.....

Are there any things you need to remember?

.....

.....

.....

Are there any things you would like help with?

.....

.....

.....

You may want to stick or draw your new timetable here

My new timetable:

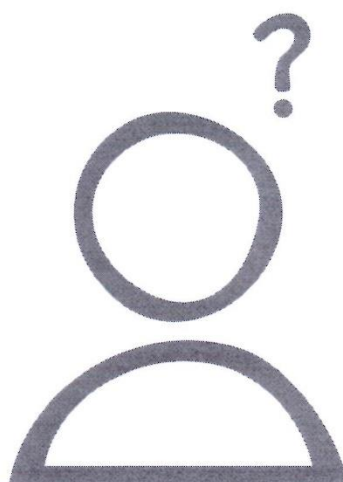


Time	Monday	Tuesday	Wednesday	Thursday	Friday
08:00					
09:00					
10:00					
11:00					
12:00					
13:00					
14:00					
15:00					

What else is important to me?

The next section will help you think about anything else that is important to you when planning your transition to your new secondary school.

We have included some things that are important to other children when they transition to secondary school in the next few pages. Just fill in the pages that have things on them that are important to you. We have also left some space for you to add things that we might not have included.

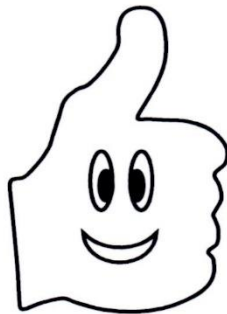


Sensitive spots



Some children can find certain places in their new secondary school quite tricky – their 'sensitive spots'. For example, some children find crowded corridors or the canteen might seem too loud and busy. The toilets might also be a 'sensitive spot' because they might be a bit messy, or just very different to the toilets at home.

'SAFE HAVENS'



It is important to some people to find out where some 'safe havens' might be. These 'safe havens' could be quiet spaces you can go if things are getting too much, you need some time alone, or you want to talk to someone by yourself. Some schools will have special rooms that you can go to for a bit of 'time out'.

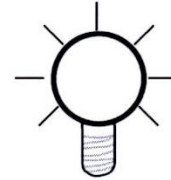
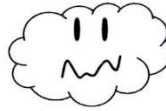
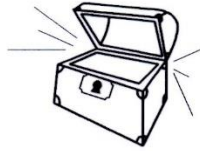
Is that something that could be important for you?

- ☐ I would like to think about my 'sensitive spots' in advance i.e. before I start my new secondary school [tick the box if you agree].
 - ☐ I would like to know where my 'safe haven(s)' could be [tick the box if you agree].
 - ☐ I would like to visit my 'safe haven(s)' at my new secondary school [tick if you agree].
-

If you ticked any of the box(es) above:

Who could help/assist you with thinking about your 'sensitive spots' and where your 'safe haven(s)' could be?

.....



After you have found out more about your 'sensitive spots' and 'safe havens':

How did finding out about your 'sensitive spots' and 'safe havens' go?

.....

.....

Did anything make you excited?

.....

.....

Did anything make you worried?

.....

.....

Are there any things you need to remember?

.....

.....

.....

Are there any things you would like help with?

.....

.....

.....

What would I like to share about myself?

Some young people find it helpful to share that they have an autism spectrum disorder (ASD) so that they can get support and help for their needs.

Some children may only share their diagnosis (that they have an ASD) with one other person in private, away from everyone else. Other people might want to tell everyone including their teachers, friends and other people they will meet at their new secondary school.

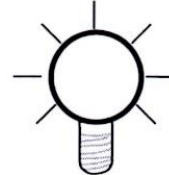
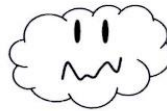
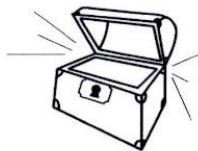
It is important to think about what is the most helpful thing to do with someone you know well, like your parents and/or your primary school teacher(s).

- ☐ I would like to think about whether it would be helpful to me to share that I have a diagnosis of an autism spectrum disorder with people at my new secondary school [tick the box if you agree].
- ☐ I would like to speak to my parents about sharing my diagnosis of ASD [tick the box if you agree].
- ☐ I would like to speak to my primary school teacher(s) about sharing my diagnosis of ASD [tick the box if you agree].

If you ticked any of the box(es) above:

Who could help/assist you with thinking about sharing that you have a diagnosis of ASD?

.....



After you have thought about sharing your diagnosis of ASD:

How did thinking about sharing your diagnosis of ASD go?

.....

.....

Did anything make you excited?

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Did anything make you worried?

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Are there any things you need to remember?
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Are there any things you would like help with?
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Managing my first day

My first day at secondary school

For lots of children the first day of secondary school is very exciting but can also make them quite nervous. Getting started can feel difficult.

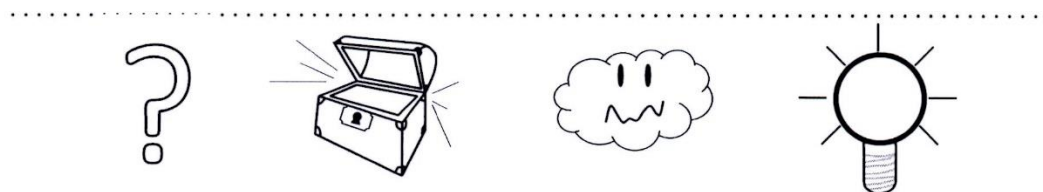
On the first day, some children find it helpful to get to the new secondary school *earlier* than the other children. Some children find it helpful to get to the new secondary school *later*, after all the other children have arrived. And some children find it helpful to *meet someone that they have met before* like a child who was in their primary school too, or a teacher they have met on a previous visit to the new secondary school.

It might be important to you to think about what would be most helpful on your first day of secondary school. It might be a good idea to talk to your parents, your primary school teacher(s) and/or your new secondary school teacher(s) and ask what they think might be helpful?

- ☐ I would like to think about whether it would be helpful to me to go into school earlier, later or meet someone I have met before on my first day at my new secondary school [tick the box if you agree].
 - ☐ I would like to speak to my parents about managing my first day of secondary school [tick the box if you agree].
 - ☐ I would like to speak to my primary school teacher(s) about managing my first day of secondary school [tick the box if you agree].
 - ☐ I would like to speak to my secondary school teacher(s) about managing my first day of secondary school [tick the box if you agree].
-

If you ticked any of the box(es) above:

Who could help/assist you with thinking about your first day at your new secondary school?



After you have thought about your first day of secondary school:

How did thinking about your first day of secondary school go?

.....

.....

Did anything make you excited?

.....

.....

Did anything make you worried?

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Are there any things you need to remember?

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Are there any things you would like help with?

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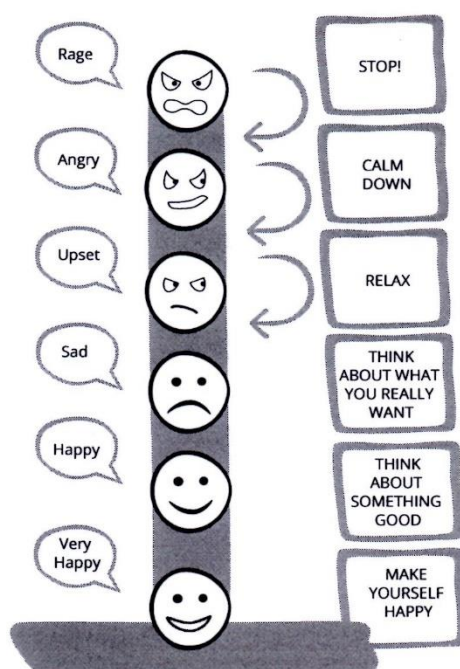
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Making friends

For some children meeting new people and making friends can be quite exciting, but for other children this might be quite scary.

It might be useful to think about how *you* feel about meeting new people by using the worry thermometer below. Draw an arrow to show where you are on the worry thermometer.



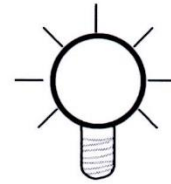
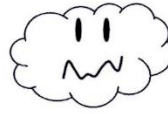
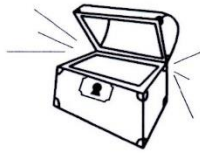
It might be important to you to have the opportunity to meet someone from your primary school who is also going to your secondary school. It might also be important to you, when you start secondary school, to meet other children with similar interests to you.

- ☐ I would like to meet someone from my primary school who is also going to my new secondary school [tick the box if you agree].
- ☐ I would like to meet other children at my new secondary school who have similar interests to me [tick the box if you agree].

If you ticked either of the box(es) above:

Who could help/assist you with thinking about meeting new people and making friends at your new secondary school?

.....



After you have thought about meeting new people and making friends at your new secondary school:

How did thinking about meeting new people and making friends at your new secondary school go?

.....

.....

Did anything make you excited?

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Did anything make you worried?

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Are there any things you need to remember?

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Are there any things you would like help with?

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Bullying



Bullying is when one person, or a group of people, intentionally behaves in a way that upsets another person. Sometimes this might be *saying* things that are not very nice, or it might be *physically* hurting someone, like hitting or kicking them.

Bullying is *always* wrong and should *never* be allowed.

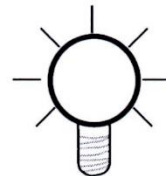
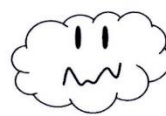
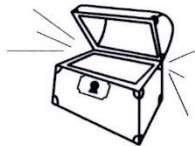
It might be important to you to find out what the school rules are about bullying, what to do if you think you are being bullied, and who to see or talk to about it.

- ☐ I would like to find out what the school rules are about bullying at my new secondary school [tick the box if you agree].
- ☐ I would like to think about what to do and who to talk to if I think I am being bullied [tick the box if you agree].

If you ticked either of the box(es) above:

Who could help/assist you with finding out about the school rules on bullying, and what to do or who to see if you think you are being bullied at your new secondary school?

.....



After you have found out about the school rules on bullying, and what to do or who to see if you think you are being bullied at your new secondary school:

How did finding out about the school rules on bullying, and what to do or who to see if you think you are being bullied, go?

.....

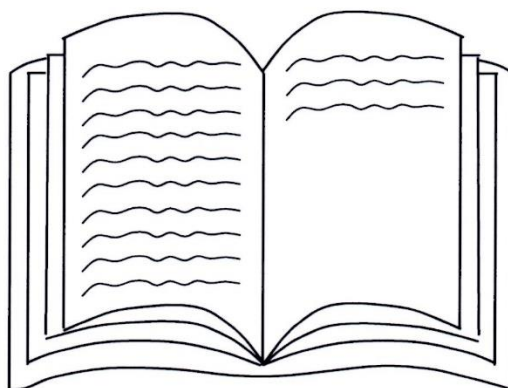
.....
Did anything make you excited?

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Did anything make you worried?

.....
Are there any things you need to remember?

.....
Are there any things you would like help with?

Homework:



Homework is a task children need to do at home. The aim of the homework is to help children fully understand what they have been taught in each lesson.

Some children are excited about getting more homework when they go to their new secondary school. Other children find more homework hard to manage.

At lots of secondary schools, children are given a 'planner' or 'homework diary' to help them organise what homework they have to do, and when they have to finish it by.

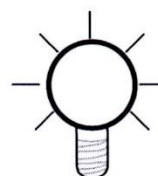
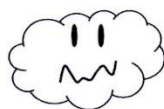
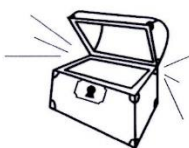
It might be important to you to find out what the school rules are about homework. It might also be helpful for you to ask someone from your new secondary school some questions about homework like the examples below:

- How will I know what my homework is?
- How will I know when the homework needs to be finished and handed in?
- How much time should I spend on homework each night?
- ☐ I would like to find out what the school rules are about homework at my new secondary school [tick the box if you agree].
- ☐ I would like to ask someone at my new secondary school about homework [tick the box if you agree].

If you ticked either of the box(es) above:

Who could help/assist you with finding out about the school rules on homework, and who to talk to about homework at your new secondary school?

.....



After you have found out about the school rules on homework, and who to talk to about homework at your new secondary school:

How did finding out about the school rules on homework, and who to talk to about homework at your new secondary school, go?

.....
.....

Did anything make you excited?

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Did anything make you worried?

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Are there any things you need to remember?

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Are there any things you would like help with?

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Is there anything else that is important to me?

We have left you some space here to think about anything else that might be important to you when planning your transition to secondary school.



Some final bits and bobs

Things I want to happen when I go to my new secondary school...

It might be useful for you to think about the main things that you want to happen when you go to your new secondary school. It might be useful to look back over the pages of this workbook and see which boxes you ticked.

You can use this workbook to show others the things that are important to you. You can also take this workbook to any meetings you have about your new secondary school.

And finally: things I will need...

In primary school your teacher(s) usually gave you everything you needed for different lessons. At your new secondary school, you will need to bring your own equipment for each lesson.

It might be useful for you to use the equipment checklist on the following page to tick off things you need to buy, or take with you to secondary school.

- ☐ I would like to find out about what equipment I will need at my new secondary school [tick the box if you agree].

If you ticked the box above:

Who could help/assist you with finding out about what equipment you will need at your new secondary school?

.....

Equipment checklist



- ☐ Pencils
 - ☐ Pens
 - ☐ Rubber/eraser
 - ☐ Colouring pens/pencils
 - ☐ Ruler
 - ☐ Pencil sharpener
 - ☐ Scissors
 - ☐ Calculator
 - ☐ Pencil case
 - ☐ Notebooks/paper
 - ☐ Folders
 - ☐ Lunchbox/money for lunch
 - ☐ House keys
 - ☐ New school uniform
 - ☐ New PE kit
 - ☐ New school bag
 - ☐
 - ☐
 - ☐
 - ☐
-

**We hope that this Transition
Workbook has been helpful
and that you feel ready to go to
your new secondary school.**

Good luck with your transition!

