

Preparing for Transition: Year 6 Student Guide



THOMAS GAINSBOROUGH SCHOOL
PREPARING FOR TRANSITION INTO YEAR 7



Contents

[Welcome](#)



[Being the best you can be](#)



[School Values](#)



[Student Agreement](#)



[The School Day](#)



[Planner](#)



[Staying Safe at TGS](#)



[Uniform](#)



[TGS Way](#)



[Rewards](#)



[Behaviour for Learning](#)



[Attendance](#)



[Clubs](#)



[Reading](#)



[Map of the Main School](#)



[Food!](#)





You are now preparing for your next journey in education. We are really looking forward to welcoming you and we hope that when you join TGS, you will become part of the school, making the most of the opportunities.

Working with your current teacher, they can help prepare you for what life at TGS will be like. This guide contains some important information to help you settle into a new school.

Being the Best You Can Be

Be there

Attendance is the first stage of success. Maximise your progress with the very highest attendance!

Be prepared

This means not only your resources (exercise books, planner, pens, pencils, ruler, calculator etc.) but also mental preparation. Review your prior learning, complete homework to the best of your ability and get off to a flying start every lesson.

Get involved

Ask and answer questions, tackle tasks and challenges with determination and participate fully in group work. Resist the temptation to say you can't do it or it's too difficult – persistence will pay off as you become even better at solving problems in your learning and make even better progress.

When you join your **tutor group**, you will be in a class with Year 7, Year 8, Year 9, Year 10 and Year 11. We call it vertical tutoring and it's really good to know older students as they can share what life is like at TGS as well as be there to support you.



Transition Preparation

School Values



Our school motto is 'Excellence: for each, for all' and this encapsulates our values and ethos.

It is a school where every single individual matters.

Each student has a voice here – it is their school and their education. Yet each student is also part of a community, locally, nationally and globally.

We want our students to become outstanding citizens and contribute greatly to the society in which they live.

Our key values of Respect, Resilience, Honesty, Happiness, Positivity and Confidence are central to everything we do at Thomas Gainsborough School. We hope that each student will leave our school with an understanding of what each of them means and be able to put them into practice in their own lives.

Respect: is acknowledging the good in others and ourselves and it values people and things for what or who they are.

Resilience: is being able to stay strong when things are tough and being able to overcome and accept difficulties.

Honesty: is being truthful with others and yourself.

Happiness: is a sense of well-being and joy which comes through our relationships with others and in what we have achieved.

Confidence: is being able to be true to yourself, to others and your beliefs.

Positivity: is an ability to see the good in you, others and the situation. It is an acknowledgement of what can be achieved and not what cannot.





Transition Preparation

The Student Agreement

As a Pupil at Thomas Gainsborough School I will:

- Wear the correct uniform
- Follow adults instructions
- Arrive for school and lessons on time
- Come prepared for lessons with correct equipment
- Complete all homework on time
- Follow the school rules as set out in the Behaviour Policy
- Only eat food at break and lunch times
- Treat others the way I would like to be treated
- Talk in a polite and positive manner

You must sign to say that you will follow this!

The School Day

- 8.50 – 9.10 Registration and Tutorial Period
- 9.10 – 10.50 Period 1
- 10.50 – 11.10 Break
- 11.10 – 12.50 Period 2
- 12.50 – 13.30 Lunch
- 13.30 – 15.10 Period 3
- 15.10 – 16:10 End of school day and enrichment activities

3 Lessons

100 minutes each

Planner

You will get one of these when you join. It is really important to look after it. The planner has useful information and is a way to stay on top of homework by being organised. Homework will increase! So, you need to be organised and plan when you are going to complete it. Your planner needs to be signed and seen by home – so make sure you present this to them every week. Here is an example of some of the pages.

The image shows four examples of planner pages:

- Weekly Grid:** A table with columns for 'WEEK 1', 'WEEK BEGINNING: 6TH SEPTEMBER 2021', and 'My priorities for the week are:'. It includes a 'Current mark total' section and a grid for 'MONDAY, 6TH SEPTEMBER 2021' with columns for 'SUBJECT', 'START TIME', and 'END TIME'.
- Fortnight Theme Page:** A page titled 'THEME OF THE FORTNIGHT' with fields for 'Title:', 'Date:', 'Type of activity:', and 'Task, discussion, notes, research notes, etc:'. It also has a section for 'Other free time activities/engagement:'.
- Half Ribbon Framework Years 7-9:** A page titled 'HALF RIBBON FRAMEWORK YEARS 7-9' with a grid of colored boxes containing various skills and competencies.
- Skills and Qualities Checklist:** A page titled 'MY SKILLS' and 'MY QUALITIES' with a grid of checkboxes for various skills and qualities.

We also use an online system called Go4Schools. You will be given access to this and so will your parents/carers, so you can **all** keep track on merits, homework and behaviour marks.





Transition Preparation

Staying Safe at TGS

Bullying

Bullying is anti-social behaviour and affects everyone. It is unacceptable and will not be tolerated. Only when all issues of bullying are addressed will students be able to fully benefit from the opportunities available.

What can parents do?

- Encourage positive, non-violent behaviour at all times
- Be aware of signs and symptoms, particularly a change in normal behaviour
- Calmly listen to and support your son/daughter
- Encourage them to let you report it
- Make a note of what, how, who and where
- Be aware that ignoring or hitting back can make it worse
- Support your son/daughter by working with those trying to help

What can the victim do?

- Know how you report bullying in school and do it

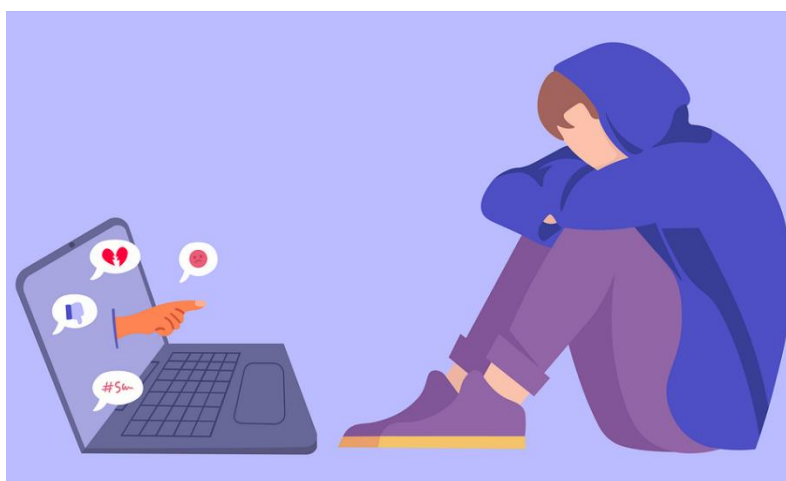
• DON'T BLAME YOURSELF

- Try to stay cool
- Share your problem with someone you trust (Student Services or your Tutor)
- Find somewhere safe
- Note where and when it happens
- Listen to suggestions
- Say what might help

What can the bully do?

- Ask yourself 'Why do I do it when I know it's wrong?'
- Tell an adult who can do something to help you stop bullying
- Listen to suggestions
- Say what might help you to stop

**IF YOU KNOW SOMEONE IS BEING BULLIED DON'T STAND AND WATCH
GET HELP – DO SOMETHING – DO BE A FRIEND**





Transition Preparation

Uniform

We take great pride in our uniform, it makes us united and stand out from other schools. In this uniform, we are one.

UNIFORM

It is important for students to present themselves appropriately when they are in school. Our uniform sets the standard the school expects and is appropriate for a place of work. Excessive make-up, coloured nail varnish and extreme hairstyles are unacceptable for a school.

For safety reasons, no earrings are allowed, apart from one stud in each ear and a wristwatch may be worn. No other jewellery is allowed, including necklaces, rings, wristbands, nose studs and other facial piercings. Retainers are not allowed. Students will be asked to remove these items if they wear them to school.

UNIFORM	PE KIT
Years 7 to 11 <ul style="list-style-type: none"> • TGS Blazer • TGS Tie • TGS style school trousers (no skinny fit or jeans style) or TGS style 'straight' school skirt (e.g. no pleats, zips and does not hug the figure). Skirts should be an appropriate length, just above the knee will be acceptable. • Plain white buttoned shirt (collar must fasten) • Black socks or tights • Optional TGS jumper, no other jumpers are permitted • Black shoes (not canvas or training shoes, including black Vans/Nikes) 	PE Kit <ul style="list-style-type: none"> • TGS PE sweat top • Black base layer (optional) • Black long PE socks (outdoor activity) • White short PE socks (indoor activity) • TGS PE shirt • Black Sports Leggings • TGS PE black shorts • TGS PE black skirt • TGS PE black tracksuit bottoms • No prominent brand or logos on any item.
Outdoor coats or other layers should not be worn underneath the blazer – such as hoodies.	



The TGS Way

In the image below you can see how we celebrate and recognise your success and contribution to school life. This comes from all the opportunities we present to you at school. As you achieve the TGS badges, you get to wear them on your blazer – it is a wonderful to see, students wear these with pride.





Letters and postcards home

- Staff send these home when you produce excellent work, apply excellent effort or go above and beyond expectations

Certificates

- 100% attendance and excellent punctuality for each term
- Excellent personal presentation each term
- Star Student each week
- Head of House Commendation each term

Wall of Excellence

- When you achieve something to a high level or are fully committed to a project
- or group you have your photo and profile on the wall

Merit System

You collect merits to earn rewards

How to earn merits

- 100% and excellent punctuality attendance for a term 10 merits
- Consistently excellent personal presentation for a term 10 merits
- A letter or postcard sent home 10 merits
- Excellent group work, excellent piece of homework varies 1 - 6 merits
- Going out of your way to help others varies 1- 6 merits
- And for other contributions to learning and school life varies
- Nomination for Star of the Week 5 merits
- Award for Star of the Week 10 merits

How to record merits

- Teachers record merits electronically
- Attendance and punctuality will be electronically recorded by support staff
- At the end of each half term form tutors will record merits earned by students



Transition Preparation

Behaviour for Learning

Warnings

If the learning of any student is disrupted:

Warning 1: Warning by staff, written in the student planner and on Go 4 Schools by the teacher.

Warning 2: on call staff are called to the lesson to reinforce expectations

- Student's planner is signed with W2 and staff initials by Senior Leader
- Student returns to the lesson
- Student stays behind after lesson to discuss behaviour with teacher
- A phone call home is made by the subject teacher to inform the parents of the incident.
- The subject teacher may issue a detention and record this in the planner.

Removal: Failure to respond to the warning given by a Senior Leader (W2)

- On call SLT take student to Isolation for the remainder of the lesson.
- A phone call home will be made by a member of the Student Services Team.
- Subject detentions can be issued for failure to complete homework by the subject teacher / HoD.
- Failure to attend this will result in a meeting with parents

Zero Tolerance Behaviours

- The following behaviours will not be tolerated under any circumstances:
- Sexual harassment and/or sexual violence
- Violent or threatening behaviour
- Inappropriate language or swearing towards another person
- Refusal to follow instructions
- Racism or prejudice
- Dangerous use of equipment
- Wilful damage to school property
- Inappropriate use of mobile phone or electronic devices
- Leaving a classroom without staff permission
- Smoking or being in the presence of smokers (including being found with smoking paraphernalia)

Students will be placed in Isolation for a minimum of 1 day (3 periods); a parental meeting will be arranged by the Head of Department / SLT or Student Services

A Zero Tolerance could result in a Fixed Term Exclusion.

How warnings will be recorded

Staff record warnings on the Go 4 Schools system which parents can access online. Warnings result in negative behaviour points and a student who gains 30 or more negative incidents will automatically be excluded from the Rewards Trip.





Transition Preparation

Attendance

If students are to achieve their potential, good attendance and punctuality are critical. The link between attendance and achievement is well documented. Regular attendance will help you to make the most of the opportunities here at Thomas Gainsborough School and:

- Keep up with your school work and make good progress
- Achieve the best results you can in assessments and examinations
- Show future employers that you are reliable and will be a valued asset in the future!

Remember, your attendance at school is shown on all future school reports and references – make it a positive aspect to be proud about! Certificates for attendance will say a lot about who you are and your determination to succeed. You should arrive at school in good time for morning registration which is at 8.50am

What to do if you are late

If you arrive anytime after 8.50am you should:

- go straight to the attendance office where you will be registered and marked as late. From here you need to make your way promptly to registration or your lesson.

Clubs

Here is an example of the clubs and enrichment opportunities at TGS. Get involved!

ENRICHMENT: Extra-Curricular Opportunities Spring Half Term 1 2022				
Monday	Tuesday	Wednesday	Thursday	Friday
		LUNCHTIME		
	Sententia Project † Mr Warburton (209)			
AFTER SCHOOL from 3:15 - 4:15 pm unless otherwise stated				
Dungeons & Dragons - Y12 & 13 Student-led (G1)	Badminton - Y7 and 8 Mr Oliver	Badminton - Y9, 10 & 11 Miss Forster	Creative Writing Mr Edwards (219)	Film GCSE Club Y10 † Apply to Dr Clarke & Miss Hender (309)
Hockey † Mark Dudley - Sudbury Hockey Coach (Astro)	Book Club Mrs Bull & Mrs Coombe (308)	Chess Club Miss Peacock (213)	Dance Club - Jazz Y7-9 Miss Benn (Dance Studio)	LATE BUSES Late buses accept school passes and leave school bus park Late 754 16:34 Little Cornard, Bures, Wormingford, West Bergholt & Colchester Late 756 16:51 Sudbury, Glemsford, Cavendish & Clare Late 753 16:21 & 17:03 Sudbury, Long Melford, Acton, Great Woldingfield Late 91 17:20 Hadleigh via Boxford
The Mystery of Magic (005)	Comedy Club Mrs Fox & Mrs Hadley (Drama Hall)	Choir Mr Neary (112)	Dance Club - Y10/11 Sixth Form Dancers (Small Hall)	
Sanctum - Cake & Questions Chaplains (101)	Fitness - Y9, 10 and 11 Miss Brownell (Fitness Suite)	D & T Sustainable Futures Mrs Ashton (004)	Debate club Mr Waterhouse & Mrs Wood (206)	
† Invitation Only Some activities have specific entry requirements. These clubs are not available for sign up but if you are interested in attending one please speak to the member of staff to discuss the required skills.	Lego Club - Yr 7 & 8 Mrs Canham (005) 12 Places sign up please	Dance Club- Contemporary Y7-13 Miss Benn (Dance Studio)	D of E Club† Mrs Crawford (2091)	
	Netball † Miss Birch (PE)	Drama Club - KS3 (Drama Hall) Miss Young & Mrs French	Food Nutrition (20 PLACES) Signup with Mrs Hunt (008)	
	School Production Rehearsals Mrs Arrow (Assembly Hall)	Girls Football Miss Young	Gym All Years Miss Fox and Mrs Sewell	
	Strategy Board Game Club Mr Bishop (208)	Geography Rocks Miss Jukes & Miss Perkins-Taylor (205)	LGBTQ+ & Allies Group (G11)	
Student's weekly planner pages include a space for enrichment every day. Students should use this space to record the activities they plan to attend each week. Merits will also be awarded on Go4Schools to students who attend extra-curricular and voluntary co-curricular activities.	STEM & Science Club Y7&8 Miss Ritchie & Miss Beer (217) Tuesdays Week 1 only	Hockey Mr Chiang, Ponsford & Gault (Astro)	Mock Trial Y8-10 Mrs Mayhew (302)	
	Tchoukball Miss Sewell (Small Hall)	Horrible Histories Club Y7-9 Miss Fairs (203)	Orchestra Mr Reynolds (111)	
	Warhammer Club Mr Harris (304) from 11 Jan to 9 Feb	Rock Band Mr Reynolds (111)	Volleyball Mr Ponsford	
		N-Vision Film Club The Chaplains (101)		
		ESU-Churchill Public Speaking Competition prep. (team members only) M. Harris 304		



Transition Preparation

Reading

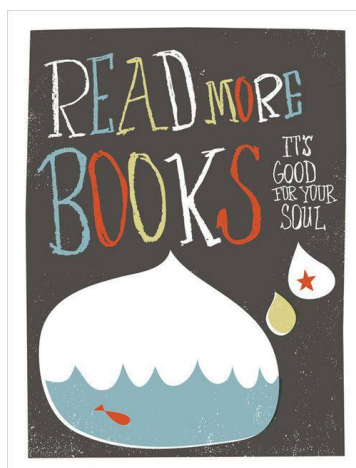
TGS 50

Thomas Gainsborough School believe reading for pleasure provides countless benefits to students, both academically and for their wellbeing.

To this end we have produced a list of 50 books, both classic and contemporary titles that we recommend students read before they leave school. The books are listed in the student planner, and merit points are awarded for all books that are read. You can also find the list of books below.

TGS50			
50 Books to read before you leave school.			
1	Boy	Roald Dahl	KS3
2	Coraline	Neil Gaiman	KS3
3	Face	Benjamin Zephaniah	KS3
4	Goodnight Mr Tom	Michelle Magorian	KS3
5	Harry Potter Series	J K Rowling	KS3
6	His Dark Materials trilogy	Philip Pullman	KS3
7	Kensuke's Kingdom	Michael Morpurgo	KS3
8	Skellig	David Almond	KS3
9	The Boy in the Striped Pyjamas	John Boyne	KS3
10	The Diary of A Young Girl	Anne Frank	KS3
11	The Fault in Our Stars	John Green	KS3
12	The Graveyard Book	Neil Gaiman	KS3
13	The Journey to the River Sea	Eva Ibbotson	KS3
14	The Lion the Witch and the Wardrobe	C S Lewis	KS3
15	The Secret Garden	Frances Hodgson Burnett	KS3
16	The Silver Sword	Ian Serrallier	KS3
17	The Story of Tracy Beaker	Jacqueline Wilson	KS3
18	War Horse	Michael Morpurgo	KS3
19	Wonder	R J Palacio	KS3
20	Animal Farm	George Orwell	YA
21	Before I Die	Jenny Downham	YA
22	Chaos Walking series	Patrick Ness	YA
23	Cider with Rosie	Laurie Lee	YA
24	Huckleberry Finn	Mark Twain	YA
25	Lord of the Flies	William Golding	YA
26	The Book Thief	Markus Zusak	YA
27	The Catcher in the Rye	J D Salinger	YA

TGS50			
28	The Colour of Magic	Terry Pratchett	YA
29	The Curious Incident of the Dog in the Night-Time	Mark Haddon	YA
30	The Hitchhiker's Guide to the Galaxy	Douglas Adams	YA
31	The H I V E Series	Mark Walden	YA
32	The Hobbit	J R R Tolkien	YA
33	The Hunger Games trilogy	Suzanne Collins	YA
34	The Life of Pi	Yann Martel	YA
35	To Kill a Mockingbird	Harper Lee	YA
36	Treasure Island	Robert Louis Stevenson	YA
37	1984	George Orwell	Adult
38	Dracula	Bram Stoker	Adult
39	Fahrenheit 451	Ray Bradbury	Adult
40	King Rat	James Clavell	Adult
41	Of Mice and Men	John Steinbeck	Adult
42	Oliver Twist	Charles Dickens	Adult
43	Pride and Prejudice	Jane Austen	Adult
44	The Help	Kathryn Stockett	Adult
45	The Hound of the Baskervilles	Sir Arthur Conan Doyle	Adult
46	The Lord of the Rings trilogy	J R R Tolkien	Adult
47	The Mayor of Casterbridge	Thomas Hardy	Adult
48	The Shadow in the Wind	Carlos Ruiz Zafon	Adult
49	Wild Swans	Jung Chang	Adult
50	Wuthering Heights	Emily Bronte	Adult





Transition Preparation

Map of the Main School

At first, our school can be quite daunting. This is because it is new and it is very big. But it only takes a short time to get used to where you need to go. So do not panic and if ever you get stuck, just ask someone – a teacher or student!



There are other buildings on the school site; G Block and the Sports Centre.





Transition Preparation







Food!

There is a great selection of food available at breakfast, break and lunchtime.

You can of course bring a packed lunch and enjoy sitting inside The Lightwell or outside on the picnic benches.

As well as the main Lightwell area, you can also get food from the JCR, Snack Shack and The Deli.

Here is an example of the menu.

JCR   SNACKS Pasta Pot: from £1.20 Cakes £1.00 Fruit £1.10 Chips £1.00 Desserts from £0.75	Pizzeria Pizza Wrap £2.00 Margarita £1.20 Farmhouse £1.30 Hawaiian £1.30 Texas BBQ £1.30 Chicken Royale £1.30 Chicken Feast £1.30 Vegetable Supreme £1.30 Pepperoni £1.30 Whole Pizza £5.50 Build your own 10" £6 Ask for details Pre order available	BREAKFAST MENU THE LIGHTWELL  DRINKS Robot water £0.75 Smart Water £1.20 Fruit Juice £1.30 Robot Flavoured Water £1.20 San Diego £1.00 Applesauce £1.20 Milkshakes £0.75 Hot Drinks £1.00	SERVED THURSDAY & FRIDAY 8.15 TO 8.40AM Six item Breakfast including a free size of toast & butter £3 Extra individual items 50p each Filled Bagel (bacon or sausage) £2.00 Bacon or Sausage Baguette £1.50 Breakfast Wrap £2 Breakfast Muffin £1.50 Slice of toast 1 butter portion (white or wholemeal) 50p Jam portion 20p Butter portion 10p
SNACK SHACK   DRINKS Robot water £0.75 Smart Water £1.20 Fruit Juice £1.30 Robot Flavoured Water £1.20 San Diego £1.00 Applesauce £1.20 Milkshakes £0.75 Hot Drinks £1.00	LUNCH TIME SPECIALS Cheese Hot Dog £1.70 Hot Dog £1.50 Chicken Burger £1.50 Beef Burger £1.50 Cheese Burger £1.50 Chicken Nuggets £1.50 GENERAL Steak/Chicken £1.10 Chicken & Onion Slice £1.00 Sausage Roll Small £1.40 Sausage Roll Large £2.00 Bacon Bagel £2.00 Sausage Bagel £1.50 Bacon Baguette £1.50 Sausage Baguette £1.50 Breakfast Wrap £2.00 Breakfast Muffin £1.50 CHIP FRIDAY Curly Fries £1.30 Chips £1.00 Chips with cheese £1.20 Sausage & Chips £2.00	DELI WINDOW  DRINKS Robot water £0.75 Smart Water £1.20 Fruit Juice £1.30 Robot Flavoured Water £1.20 San Diego £1.00 Applesauce £1.20 Milkshakes £0.75 Hot Drinks £1.00	LUNCH TIME SPECIALS Hot Dog £1.50 Chicken burger £1.50 Beef burger £1.50 Cheese burger £1.50 Chicken burger with mayo & salad £1.60 Sausage roll small £1.00 Sausage roll large £1.40 Chicken/Steak bake £1.30 Panini £1.30 Croissants £1.00 Waffles £1.20 Choc Au Pain £1.30 All Cakes & Cookies £1.00 Pasta Pot cold £1.50 Pasta Pot hot/vegetarian £1.70 Pasta Pot meat £2.00 Fruit Pot £1.30 Fresh Fruit per item £0.50

Welcome to TGS, be the best that you can be. Enjoy. Achieve.

