



Welcome to Didsbury High School



Student Transition Booklet

This booklet is designed to answer any questions that you have about coming to High School.

Contents

1. Who are the key members of staff?
2. What is Student Support?
3. How is the school day structured?
4. What does a timetable look like?
5. What happens during tutor time?
6. What happens on the first day?
7. How do I find the right classrooms?
8. What do I do if I get lost?
9. What do I wear?
10. What equipment do I need to bring?
11. What do I need to know about homework?
12. What after school clubs do you have?
13. What happens when I follow the school rules and values?
14. What happens if I don't follow the school rules and values?
15. What do I do if I am worried about something or need help?

1. Who are the key members of staff?

You will meet lots of key staff during the first week of school.

Senior Leaders



Miss Houghton
Head of School



Mr Theobald
Deputy Head of School

Pastoral



Head of Year – Mr Mullally
Your Head of Year is there to support all aspects of life at school and will be a main contact for you and your parent

Assistant Heads of School:

Mrs Clayton

Mrs Howard

Mr Hull

Miss Richardson

Dr Sackville-Ford

Mr Holmes

2. What is Student Support?

Student support is a space in the school where a team of staff are based that support all learners to be successful in the classroom.



Mr Brumfitt
SENCO



Miss Wynne
SEND Lead



Dr Sackville-Ford
Trust Director of Inclusion

Mr Brumfitt is the school SENDCo and has responsibility for all students with Special Educational Needs or disabilities. He works closely with Miss Wynne who is the SEND Leader. They take responsibility for different year groups and will meet with parents/carers. They are supported by Dr Sackville-Ford, who is one of the Trust Directors of Inclusion and is based at Didsbury High School.

We have several staff whose job it is to support students with specific aspects of learning or behaviour. You may take part in individual or group sessions with them to develop areas of Numeracy, Literacy, Emotional development and Social Skills.

Learning Support Assistants are an important part of the SEND team. They also follow a timetable and are often in the lessons to support all students to be able to be successful learners. LSAs are grouped into year groups so you will get to know a handful of LSAs really well.

3. How is the School Day Structured?

Breakfast	From 7.30am
Tutor Time	8.20am – 8.45am
Unit 1	8.45am – 9.40am
Unit 2	9.40am – 10.35am
Break Time	10.35am – 10.55am
Unit 3	10.55am – 11.50am
Unit 4	11.50am – 12.45pm
Lunch	12.45pm -1.25pm
Unit 5	1.25pm – 2.20pm
Unit 6	2.20pm – 3.15pm
Electives	3.15-4.15pm

At morning break you have time for a snack, to meet up with your friends or to go to the toilet. You can go to the **dining room, library or yard**.

Some students are invited to go to **The Hub** at lunchtime. This is a lunchtime club in a classroom where students can relax, draw, play games, read books and meet with friends.

Your lessons throughout the day will be called units. Each unit is 55 minutes long. You will have a 20-minute break at 10.35am and a 40-minute lunch break at 12.45pm. Your school day will finish at 3.15pm and you can go home or stay for extra-curricular activities, called electives.

On a Wednesday the school day finishes at 1.25pm after afternoon registration. Some students take part in the electives after school or spend time in the school library. Some students choose to go home at this time and do their electives on other days.

At lunch time you have time to eat your lunch, to meet up and play with your friends and to go to the toilet.

You can **buy food** using your lunch card at the dining hall or bring a **packed lunch** with you. We can replace lost lunch cards and you can still buy food if you do not have your card. See your Head of Year if you lose your card.

4. What does a timetable look like?

We follow a weekly timetable which means you will have the same lesson at the same time each week. You will receive a timetable that looks a bit like this:

	Mon	Tue	Wed	Thu	Fri
1	Physical Education Mr E Haslam SH2	Science Mr D Walker SC2	Science Mr D Walker SC2	French Mrs L Von Fragstein LA4	History Mr A J Rimmer HI2
2	Geography Miss G Clark GE2	French Mrs L Von Fragstein LA4	Computing Mx A Teale CO1	Food & Nutrition Mr A Archibald FN1	English Ms H Smith EN1
3	History Mr A J Rimmer HI2	Geography Miss G Clark GE2	English Ms H Smith EN1	English Ms H Smith EN1	Maths Mx A Teale MA5
4	French Mrs L Von Fragstein LA4	Maths Mx A Teale MA5	French Mrs L Von Fragstein LA4	Beliefs & Values Miss H Wilson BV1	Science Mr D Walker SC2
5	Music Miss E Higton MU1	English Ms H Smith EN1	Registration Miss H Moseley EN3	Science Mr D Walker SC2	Physical Education Mr E Haslam SH2
6	Maths Mx A Teale MA5	CAD/CAM Mrs N Taylor CC1		Maths Mx A Teale MA5	Drama Mr S Wane DR1

Your timetable shows the following format:

Name of Curriculum Subject

Name of Teacher

Classroom code (the letters denote the subject and the number is the specific classroom)

Some of the subjects might not be ones that you have had experience of at primary school and lots of our students are excited about that.



5. What happens at Tutor Time?

During tutor time you will go to your tutor room, which is usually the classroom that your Tutor is based in.

At tutor time it is an opportunity for further development and tutors will go through school notices and share key information with you. Once a week you will have an assembly in the Auditorium. On other days you might do reading, literacy, numeracy or listen to a whole school briefing. You will get to know your form tutor group well and you will all be allocated the same House.

Houses

There are four houses called Altius, Magnus, Citius and Fortius. Staff and students are all allocated a House. You will have a T-shirt in your house colour and will wear this during house events and competitions. In the picture you see our students in their house colours who have been competing in a House Quidditch competition!



6. What happens on the First Day? (5th September 2023)

Firstly, it is important to remember that it is normal to feel nervous whenever you experience something new. All the students will be feeling nervous and even some of the staff will.

Finding the right place in the morning

Before your first day you will already know the name of your Tutor and the code of your tutor group (eg. 7RM). On your first day when you arrive at school there will be lots of staff who will direct you to the MUGA area. There you will look for a member of staff who will be holding a sign with your tutor group code on it. Please find your code and line up with your new tutor group. You will be expected to be calm, quiet and respectful. Once all the students arrive at school Miss Houghton will welcome you to school.

What next

Your tutor will walk you to your new tutor room. You will have an extended tutor time which means you won't have lessons straight away on your first day. Only Year 7 students will be in school on the first day. You will receive your journal and timetable and do some activities to get to know your classmates. There will be an assembly and a tour of the school

What else will happen?

Staff know you will be feeling nervous, but they want to get to know you and help you to be a successful student and learner.

Note that you don't need your PE kit on the first day. On Tuesday 5th September there will be a reduced day with Wednesday 6th September being your first full day. On Wednesday 6th you will attend your lessons and all year groups will be in school.



7. How do I find the right classrooms?



Every room has one of these outside

'Hi1' is a code for the room you will be learning in. It means History, Room 1. Your timetable will be full of these codes which will help you find where to go!



These coloured boards can be found on every floor of the school. It tells you what floor (G, 1, 2, 3) has what subjects.

For example: Floor 1 has English & Languages

Each floor has a different colour of signs:

Ground Floor = Red

Floor 1 = Green

Floor 2 = Yellow

Some of the stairs have rules as upstairs or downstairs – shown by signs.

School Map

DHS Ground Floor

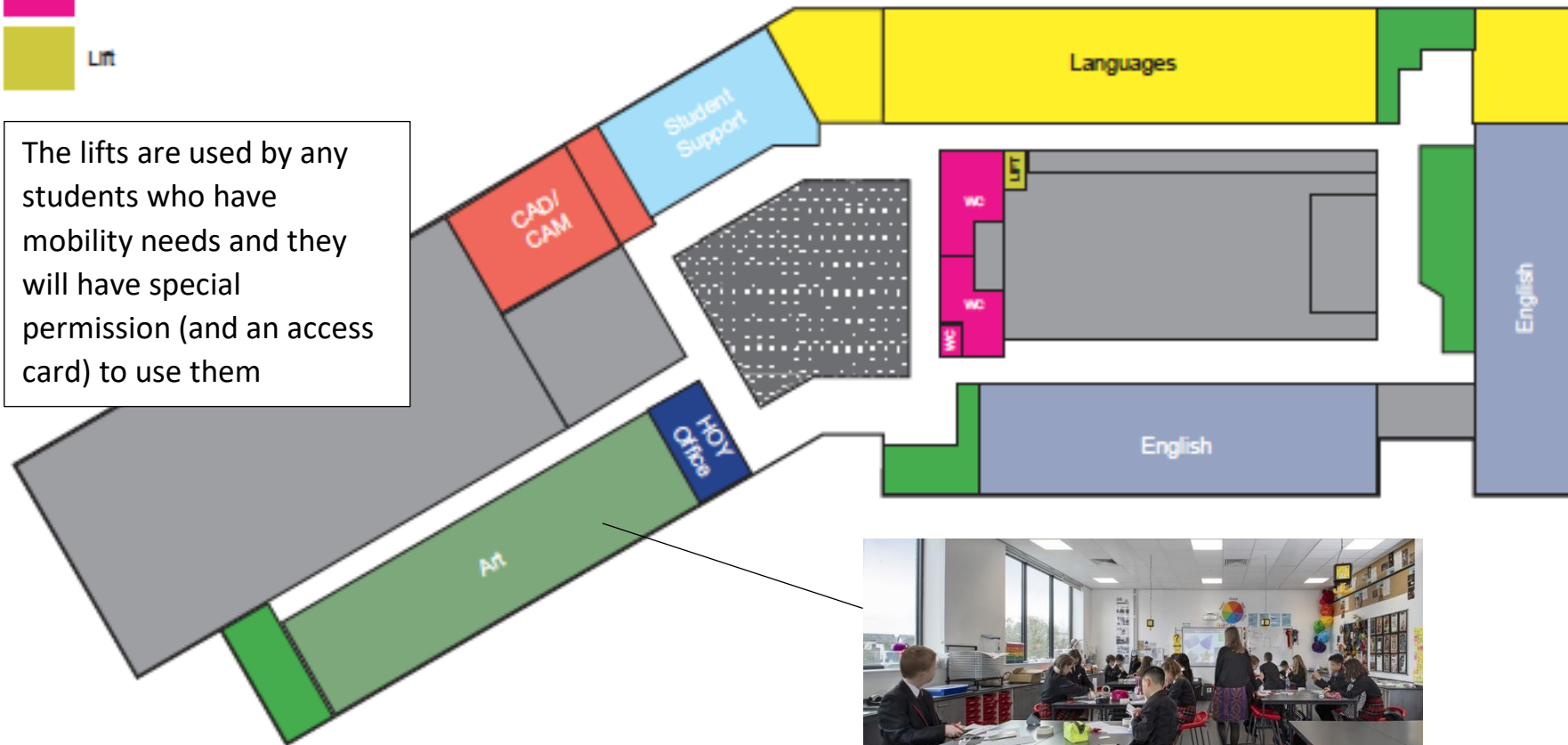


DHS First Floor

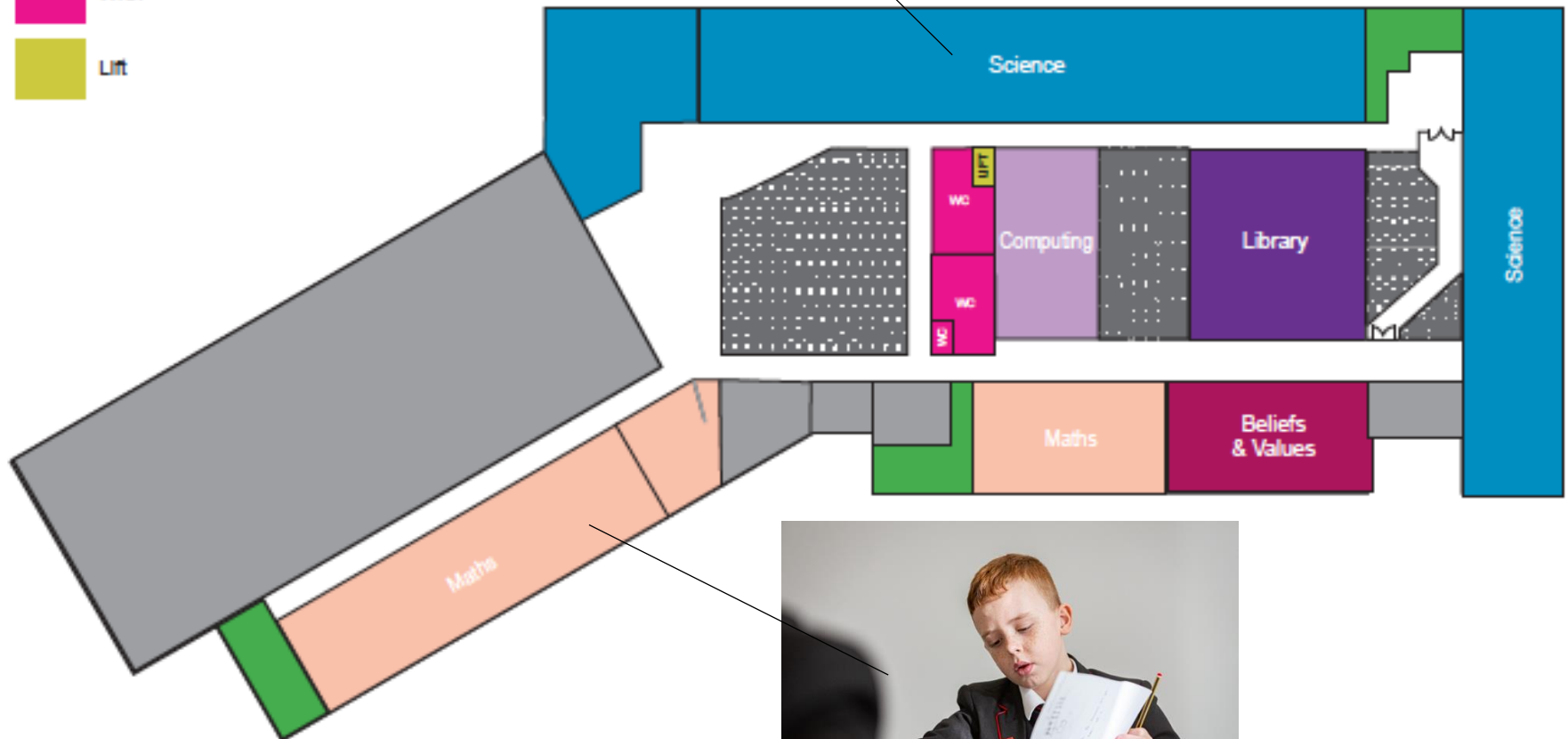


The lifts are used by any students who have mobility needs and they will have special permission (and an access card) to use them

Our school maps include a WC and this really means the toilets. There are boys, girls and accessible toilets on all floors of the school



DHS Second Floor



8. What do I do if I get lost?

One of the biggest worries that students have about moving to High School is about getting lost.

It is almost impossible to get lost at Didsbury High School as all lessons are in the same building and there is one main rectangular corridor. After a week you will know your way around school easily and will have forgotten that this is something that worried you!

You are joining a school that is a community and in the first couple of weeks there will be many people that will be happy to help you if you do get lost. You will notice that there are extra adults in the corridor who will point you in the correct direction or walk you to classrooms. Teachers will understand that for the first couple of weeks you are still finding your way around.

Older students would also help you out so feel free to ask them.

Often some of the students in each class will be moving to the same classrooms so you often find somebody else to walk with or follow.

9. What do I wear?

Your parents or carers will be sent information about the school uniform and where you can buy it. We think our students look very smart and we want you to be proud of your uniform.

We encourage you to have a look at the website via this QR code which gives you lots of information. In the policy document it explains the rules about jewellery and haircuts too, so it is important you know about this.



10. What equipment do I need to bring?

Equipment you will need for school is:

- A pencil case
- A black, blue and purple pen
- A pencil
- A rubber and pencil sharpener
- A ruler
- Highlighters or colouring pencils/pens
- A Maths set (including a protractor and calculator) [Note that you can purchase these through school so you won't need them for the first day]

Independence

You will have lots to remember when you start at Didsbury High School. We want you to become more independent through time and being organised will help you.

It is helpful each day to:

- Pack your bag and double check you have everything you need.
- Check that you have completed your PP&R



11. What do I need to know about homework?

At Didsbury High School we call homework 'PP&R'. This stands for Preparation, Practice and Retrieval. It is designed to help you prepare, extend and remember the work you have done in the lessons.

You will receive regular PP&R in English, Maths, Science and Language every week. Most of this is completed online.

- Make sure you make a note in your journal to remind you to do this
- Include when it needs to be completed and submitted
- Give yourself as much time as possible to complete this

Some students complete their PP&R in the mornings in the dining hall prior to tutor time. We also have a PP&R club after school once a week where there is a member of staff available to support you.



12. What after school clubs do you have?

After school and on Wednesday afternoons we have after school clubs, that we call electives. All students are expected to engage with the electives programme and it is compulsory to do at least one elective.

Electives are a wide variety of extra-curricular activities, including: sports clubs, cooking, gardening, art and drama (and much more!). Our students absolutely love the electives programme and we encourage you to try new things and invest in your own personal development.

Electives will help you try new things and enjoy something you have never done before.



13. What happens when I follow the school rules and values?

We reward students in all sorts of ways for following the school rules, working hard and upholding our school values.

Your own achievement:

You could get given House Points for the following reasons:

Excellent classwork/PP&R - 1 House Point

Excellent effort/improvement - 1 House Point

Act of kindness - 2 House Points

Praise Postcard - 5 House Points

Badge - 10 House Points

Certificates of Achievement

If you achieve a certain number of House Points you will get a certificate!

You could get a Bronze, Silver, Gold, Platinum or Diamond certificate!

Praise Postcards:

Praise postcards will be sent home for exceptional work, great behaviour and brilliant attitude.

You will get 5 House Points per postcard!



You could get a school badge for outstanding achievement.

This includes Creativity, 100% attendance, winning a competition, showing leadership skills in a group project, overcoming something you find difficult academically and many more reasons.

If you get awarded these badges, you can wear these with pride on your blazer!

14. What happens when I don't follow the school rules and values?

At Didsbury High School we expect excellent behaviour all of the time. We know that sometimes students make mistakes with their behaviour and attitudes.

Like most schools we have a system related to times when the school rules are broken. We have two codes called a 'B' and a 'C'.

You could get a **B** for being late, losing focus, not being fully equipped, not actively listening and not starting the task promptly.

You could get a **C** for behaviour that disrupts the lesson and stops others from learning or behaviour that is considered disrespectful to teachers and other students. You will get a warning before receiving a C, and there are different levels. These might involve a detention during lunchtime or after school.

Behaviour for Learning B4L



READY

- On time
- All equipment
- Completed PP&R



SET

- In your place
- Equipment out
- No talking
- Actively listening



GO

- Starts task immediately
- Stay on task
- Don't give up
- Complete PP&R
- Go the extra mile



DIDSBURY
HIGH SCHOOL

15. What do I do if I am worried about something or need help?

It is okay to feel worried or to need help to solve a problem. We will always help to resolve things so the most important thing is sharing the issue with somebody in school. You meet your tutor every morning and they are a good person for you to talk to. Below are some other people that will be happy to help you.

Friends

Ask friends or other students if you don't know where to go or talk to them about any issues. Ask them to remind you of the PP&R too, if you need it.

Teachers

Ask your teachers if you don't know what to do in class. They can also help you if you have forgotten something or don't know where to go!

Head of Year

Your Head of Year can help you with many different issues. They help with friendship issues and can support you if you are having any problems in or out of school.

LSA (Learning Support Assistant)

Ask them to help you solve different problems in your class or to help you where to go. You may also have an LSA who is your Keyworker. They will meet you every week to see how you are.

Your parents or carers

If you feel that you can't talk to anybody at school about an issue you must speak with somebody at home. They can call your Head of Year to share it with school.

Specialist staff

We have some specialist staff whose main job is to support students. We have staff who work in First Aid and ensure your medical needs are met. We have a school counsellor and specialist SEND staff who you could meet with.