



YEAR 7 TRANSITION BOOKLET

A GUIDE FOR PARENTS AND STUDENTS

Ambition | Curiosity | Confidence | Leadership | Respect



Our Values

Ambition | Curiosity | Confidence | Leadership | Respect



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WELCOME

We are extremely proud of our school and are looking forward to you and your child joining us.

Moving from primary to secondary school is an exciting, but sometimes scary experience. Here at Elizabeth Woodville School, we aim to make this important transition as stress free as possible.

We're looking forward to welcoming you in September, but before we do, we'd like to let you know a bit more about the school, what we do and what we believe in.

We also want to give you some important information about what to expect when you join the school,

to help make your transition here go smoothly. 'Who's who?' 'What's what?' and 'What do I do when?' are the questions that we are often asked, you may also have questions of your own, which we will aim to answer in this booklet. But if you find that your question hasn't been answered you can use this booklet to find out who to ask.

We wish you every success in the coming months and look forward to meeting you in September.

ORGANISATION

Be in school by 8:35am



SCHOOL DAY/ REGISTRATION

Each day, there are five lessons for students, plus a separate registration period with their form tutor.

The gates open at 8:15am and close at 8:35am. Students would be expected on site for 8:35am (registration will commence at 8:40am) and school will conclude at 15:10pm.

Every morning at registration, you will meet your Form Tutor and Tutor Group. You will have form activities, equipment inspections, and a weekly assembly throughout this period. Since many of your lessons in Year 7 are with your Tutor Group, you develop a close bond with them.

A variety of after-school groups are offered for pupils, and there are two breaks throughout the day when they can utilise the school canteen. Both times include a full food service.

School day

8:40 - 9:10 Registration

9:10 - 10:10 Lesson 1

10:10 - 11:10 Lesson 2

11:10 - 11:35 Break

11:35 - 12:35 Lesson 3

12:35 - 13:35 Lesson 4

13:35 - 14:10 Lunch

14:10 - 15:10 Lesson 5



ATTENDANCE

EWS promotes the importance of good attendance to all students. Excellent attendance is honoured with certificates, a rewards system, praise, and recognition.

You must arrive in your class room on time each day.

Please ensure that the school has an up-to-date emergency contact number so that we can reach you in the event of an emergency



WHAT TO DO IF YOUR CHILD IS ILL

Please call the absence line **before 8:35am on each day** your child will be absent from school to let us know they won't be there. **Absence line:**

- Roade Campus - **01604 864042** (direct dial)
- Deanshanger Campus - **01908 563468 - option 2**

Or parents can also report an absence via email:
ewsattendance@ewsacademy.org.uk

MEDICINE AT SCHOOL

If your child needs to take medication during the day, it should be clearly labelled with the child's name and form and left in the student services.

BROMCOM - STUDENT PORTAL/APP

This is the online system we use to **communicate between students and the school**. It provides essential day-to-day information, such as timetables, homework assignments, and other important updates.

Please note that student accounts will be created by EWS, and login details will be provided in September.



Available online and as an app via Google Play or the App Store

MY CHILD AT SCHOOL (MCAS) - PARENT APP

Bromcom has a parent portal called My Child At School (MCAS), which is the online system we use to communicate between parents/carers and the school.

It shares key information about your children's daily school activities and manages all financial transactions. Once your account is set up, you can access the following services: making payments to top up your child's account for food in the school restaurant, paying for school visits, and receiving important whole-school messages, including our school newsletter.

Please note that we will email you an invitation to set up your account, which will link to your child.



Available online and as an app via Google Play or the App Store.

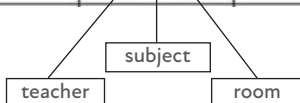
TIMETABLE

You will have core lessons in English, Maths and Science alongside lessons in PSHE, Geography, History, RE, ICT, Languages, PE, Music, Drama, Art and DT.

Our lessons are arranged on a fortnightly cycle. Year 7 students are given a personal timetable telling which subject, teacher they have in which room for each lesson.

Example timetable below:

	Mon	Tues	Wed	Thurs	Fri
Tutor	ADZ 101	ADZ 101	ADZ 101	ADZ 101	ADZ 101
P1	Science XTE 216	English SAN 147	Maths LSB 222	Science MSA 236	DT MES 137
P2	French ADH 202	Ethics TOM 226	English SGM 105	Maths JMK 229	DT MES 137
P3	English SAB 107	French ADH 202	History SHA 219	Art ARS 141	French ADH 202
P4	Computing EAH 212	Music JLS 127	Geography EGS 218	Geography EGS 218	Science KTN 234
P5	History SHA 219	PE LPT	Science SLT 238	Science KTN 234	English SAN 147



HOMEWORK

A crucial component of learning and of education is homework. **Bromcom Student Portal**, an online platform you can access from any device, will be used to assign homework so that you and your family may view it at home.

Since we use Google Classrooms, you can access all of your files from home as well.

While some assignments are short, others may last for an entire term.



Bromcom
Student
Portal

BE PREPARED



Getting ready to start at EWS

WHAT DO I NEED?

It is really important that you bring the correct equipment to school each day. It is helpful to keep more than one pen and pencil in your pencil case to ensure you are always prepared.

Must have items:

- A pencil case
- Black or blue pens
- Green pen
- Pencil
- Rubber
- Ruler
- Maths kit
- Calculator (We would recommend the scientific calculator Casio FX-83 or FX-85 GTX or the Casio FX - 991EX)
- Coloured highlighter

Other useful items include:

- Glue sticks
- Coloured pencils
- Felt tip pens

MOBILE PHONES

Mobile phones, tablets and music devices including earphones are **NOT** allowed to be used in school as per our policy.

Mobile phones are allowed at school, but students are required to switch them off and put them in their bag.

If a student is observed using a device or found in possession of a device on their person, it will be taken away from them and kept in a secure location until the end of the school day.

CUCINA RESTAURANT

A wide variety of options are available from the restaurant including main meals, snacks and drinks. You can eat your packed lunch in the restaurant with friends who purchase food.

You will be given an account which your parents/carers can top up with money. You purchase your food using your thumbprint, so there is no need to bring money into school. Every student can get a breakfast of **free porridge**.



HEAD OF YEAR 7

Transition from primary to secondary school can be an exhilarating time. The opportunity to experience new subjects, new activities and make new friends at a bigger school is often met with great excitement. At EWS we understand that whilst most students feel this way, some may experience nervousness at the thought of starting at a new, larger school. We strive to ensure that all students feel supported in their transition process and that it goes as smoothly as possible. We have a team of experienced staff who are here to help you every step of the way, from Year 7 right through to Year 13, you are made to feel welcome and secure in our school.

Form Tutor

This person is your first port of call if you have a problem. You will see your Form Tutor every day, who will be the teacher responsible for you day to day. They will register you every morning. Your parents can contact this person if they need to discuss anything with them.

Head of Year 7

Miss Sullivan is Head of Year 7 on Roade Campus, **Mrs Shah** is Transition Coordinator on Deanshanger Campus.

They will oversee your well being and progress and work with your form tutor regarding your daily progress at school.

Student Services

This is an area of the school where you will find administrative, medical and pastoral guidance.

Each year group has a link pastoral officer who is available to help.

Ambassadors

There will be ambassadors to show you around during transition and in your first few weeks at school. You may choose to become an Ambassador later in the year so you can also assist in tours and future transition.

Miss E Sullivan

Head of Year 7 -
Roade Campus

E: emma.sullivan@ewsacademy.org.uk

Mrs N Shah

Transition Coordinator -
Deanshanger Campus

E: nital.shah@ewsacademy.org.uk



The provided images serve as a visual guide to assist you in purchasing the correct uniform. If you have any concerns or queries regarding the correct clothes to purchase, the school will happily advise. We also use a local uniform provider Jules at Home in Roade Village www.julesathome.co.uk

Blazer *

Black blazer with the EWS school logo.

School Tie *

Top button to waist in length with the EWS school logo

Trousers

Black tailored trousers (e.g. not skin tight/skinny, jean or legging style, or showing the outline of the leg). Trousers must be worn around the waist (above hips – no underwear should be on show.) Buttons and zips should be functional. Belts – These are optional but if worn should be plain black. Socks should be black.

Skirts

Black pleated skirt length should be minimum of just above the knee. Lycra, mini or tight skirts are not permitted. Skirts should be worn with black/flesh colour tights or socks.

Shirts

Shirts should be plain white and tucked in. If you wish to wear a white t-shirt underneath you can but this should not be visible.

Socks

Plain black.

Jumper

Students may wear a plain black, v-neck jumper under their blazers. The jumper should not be worn instead of the blazer. No hoodies.

Shoes

Shoes must be plain black and flat. No logos/branding, boots, trainers, or canvas shoes/pumps.

Piercings

Students may wear one pair of earrings (either studs or very small hoops). No other visible piercings are allowed (eg. nose, lip, eyebrow, tongue etc.)

Nails and Hair

Nails are to be no longer than the tip of the finger and only neutral coloured varnish is allowed. Hair is to be natural colour.

*** These items are EWS branded.**

They can be purchased from Jules at Home in Roade village, NN7 2NS
www.julesathome.co.uk

Second hand uniform is available - please contact student services.

AN EXAMPLE OF CORRECT SCHOOL UNIFORM



AN EXAMPLE OF CORRECT PE KIT



PE Kit

- White polo shirt*
- Black and white multi sport top*
- Black shorts
- Black joggers or leggings (winter)
- Black and white long socks
- Short white socks
- Shin pads
- Gum shield (Rugby/Hockey)

- Trainers
- Studded boots “Firm Ground” suitable for 3G astro pitch and the playing field

Optional/Additional Kit

- Zip training top*
- Black skort*
- Base layer – black / white / navy
- Black gloves

OUR VALUES

AMBITION

setting challenging goals to work towards



CONFIDENCE

having belief in our potential to achieve these goals



CURIOSITY

demonstrating intellectual enquiry and asking questions



LEADERSHIP

influencing others to make positive changes



RESPECT

having due regard for the feeling of others and for the environment



EWS REWARDS

We celebrate the achievements and successes of our students inside and outside the classroom



REWARDS

Our work at EWS includes recognising and celebrating students' accomplishments.

Reward points, which students accumulate throughout the year and keep track of on My Child At School (MCAS) as a running total, are given out in assemblies held at the end of each term to celebrate students' accomplishments.

These reward points are linked to our five school values; Ambition, Confidence, Curiosity, Leadership and Respect.

Every half-term, celebration assemblies are held for each year group to recognise accomplishments and notable gains made by both individual students and student groups.

Students are given certificates for whatever accomplishments they have made throughout the current term, and attendance incentives are also given out.

Students can achieve rewards for the following:

- Representing the school's values
- Attendance/Punctuality
- Outstanding effort in lesson or in homework
- Outstanding attainment in lesson and in homework
- Representing the school in sports or other activity
- Citizenship
- School leadership
- Exceptional performance outside of the school
- Helping/supporting school events
- Tutor reward for equipment or uniform, representing their school and winning competitions.



GETTING TO KNOW YOU

Moving from primary school to secondary school is a big transition. Teachers in both schools do their best to prepare you for this step and support you through the change.

The move from primary to secondary school is a significant one. Teachers at both schools try their best to help you adjust to the move and get you ready for this next step.

The teachers at your primary school and your new secondary school are working hard to make sure that everything goes smoothly for you, even though you may not be aware of the specifics of your move quite yet.

Plans will vary from school to school but here are some things that might happen to help you with transition.

You will have a day in your new school that are aimed at helping you to transition into secondary.

This will happen on
Tuesday 1st July 2025.

Your present teacher may begin to assign activities to help you prepare for your transition. They may arrange a conversation with you to discuss your concerns.

Your primary school might organise a leavers party and/or leavers hoodies for you.

On the transition day at secondary school, you will meet your new form tutor, who will walk you through what will happen during your first few days at school.

Unlike the other year groups, you probably start secondary school on a separate day.

This booklet covers some of the things you might be worried about and some activities to help you plan for your transition.

HOW DID OTHER STUDENTS FEEL?

“ I was worried about where to go on my first day, but everyone was really friendly and made sure that I knew what to do and where to go. ”

“ I was worried about not making any friends, but now I have new friends as well as my friends from primary school. You spend lots of time together in lessons and form time so there are lots of chances to get to know people. ”

“ I was worried at first about getting lost, but the school isn't as big as I thought. ”

EXTRA SUPPORT



The Hub is a designated space that children can retreat to when they feel overwhelmed and overloaded by the sensory input from the immediate environment.

THE HUB

On both Roade and Deanshanger Campus there are learning hubs.

The Hub is used at break and lunch times for students who may find social times a little overwhelming or those who require a safe place.



“Teachers are friendly and helpful.”

EXTRA CURRICULAR

Outside of formal lessons there are a wide range of opportunities for students to develop their skills and confidence as well as meet and work with other students and staff as they learn from new experiences.



There are a variety of clubs for you to get involved with such as:

- Art Club
- Book Club
- Choir
- Cookery
- Enterprise Club
- Ethos Club
- Homework Club
- Lego Club
- Running Club
- Scalextric Club
- Plus lots of different sports clubs and activities.

You can participate for fun or even represent the school in various sporting events.

Many other clubs and activities are available throughout the school day and we encourage students to make the most of these opportunities.

If you have never been involved in a club before, this is your opportunity to try something new.

Perhaps you have an idea for a club that you would like to start up? Why not talk to your Form Tutor and set one up?



We offer individual instrumental (including voice) music lessons through the Northamptonshire Music and Performing Arts Trust (NMPAT).

A letter outlining these lessons will be in your pack.

www.nmpat.co.uk

USEFUL INFORMATION

STUDENT SERVICES

- Attendance & Student Absence Routines
- Bus Passes & School Transport
- School Calendar
- First Aid & Medicines in School
- Free School Meals
- Lost Property
- Parents Evenings
- Student Information Changes
- Secondhand Uniform

DATA & EXAMS OFFICE

- My Child At School (MCAS) Support
- Reports & Reviews
- Academic Assessment & Progress Information
- Exams Administration
- Exam Certificates

RECEPTION & ADMIN

- Music Fees - Payment & Queries
- My Child At School (MCAS) & Online Payments
- Cucina Canteen & Cashless Catering
- School Trips Information
- Tove Learning Trust

ROADE CAMPUS

Tel: 01604 862125

Email: generalenquiries@ewsacademy.org.uk
www.ewsacademy.org.uk

DEANSHANGER CAMPUS

Tel: 01908 563468

Email: deanshanger.enquiries@ewsacademy.org.uk
www.ewsacademy.org.uk

Your child's Form Tutor should be your first point of contact for any pastoral concerns or queries you may have. Their email address will be their first name (dot) followed by their surname then @ewsacademy.org.uk ie **Joe Bloggs would be joe.bloggs@ewsacademy.org.uk**

Please ensure you copy in the Attendance Team regarding absences to ewsattendance@ewsacademy.org.uk



Elizabeth Woodville School

Roads Campus

Stratford Road, **Roads**,
Northampton, NN7 2LP
Tel: 01604 862125

Email: generalenquiries@ewsacademy.org.uk

Elizabeth Woodville School

Deanshanger Campus

Stratford Road, **Deanshanger**,
Milton Keynes, MK19 6HN
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Email: deanshanger.enquiries@ewsacademy.org.uk

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