



Year 6 - 7 Transition Information



CONTENTS PAGE

Headteacher's Welcome Letter	3
Head of Year 7 Welcome Letter	4
Welcome to Heron Hall Academy	5
My First Day.....	6
What is in your School Bag?	7
Equipment	8
The School Day and Reception/Student Services	9
Healthy Eating	10
School Uniform	11
PE Kit	12
Students Planner and Home Work	13
Attendance and Lateness	14
The Curriculum.....	15
Rewards and Celebration	16
Tutor Time/Homework	17
Character and Culture	18
Happy Community	19
Get Organised – Day Planner.....	20
Notes.....	21

Headteacher's Welcome Letter

My name is Arthur Barzey and I am the Headteacher here at Heron Hall Academy.

Firstly, and most importantly, I hope that both you and your families are keeping well. In these challenging and uncertain times, I wish to reassure you that we are doing everything we can to ensure that your move to secondary school is as smooth and enjoyable as possible. We have created a Year 6 Transition information page on our website with an email address to respond to all your queries HHA-Transition@chat-edu.org.uk. We are delighted that you have chosen Heron Hall Academy as your secondary school and we are excited for you to experience what school life is like here.



Moving up to secondary school is a giant step in the journey of your child's life, but it shouldn't be a leap into the unknown. As a parent you'll want to be absolutely confident that you're doing the right thing for your child, by sending them to a high achieving school that will set them firmly on the path towards higher education and onto a lifetime of success. Rest assured, Heron Hall is that school.

My vision for your child is that under our expert guidance, as well as maximising his/her academic potential, he/she will flourish into a well-rounded, confident, forward-thinking, polite and well-mannered individual who will fully contribute to this exciting, vibrant and thriving community.

Our success is built upon our values: Supportive, Tolerant, Resilient, Integrity, Visionary, Excellence (STRIVE). We already know we are a good school, and provide fantastic academic outcomes for students, consistently some of the best in the area. Results alone do not make for a successful future, but also a person's mindset, their character and how they treat others. We are an inclusive school, welcoming students from a range of backgrounds. We celebrate diversity and we have chosen 'equality' as one of our core values.

Heron Hall is not just a school, but a family, a community of enthusiastic learners who find excitement throughout their time with us. We work closely with parents to ensure that the time their child spends with us is safe and happy as well as successful. Parents are partners with us during the crucial years spent at secondary school. We aim to support you and hope, in return, that you will support the school in providing a stable, pleasant and well-ordered environment. Many parents find it rewarding to become more actively involved in the school through the flourishing Family and Friends of Heron Hall group or as a Parent Governor. Parents are encouraged to contact the school as soon as they have any concerns and are always welcome to come into school.

We firmly believe in listening to our pupils. Many contribute to various aspects of school life through our Student Council. Many Heron Hall pupils have the opportunity to represent the school within the local and regional community. This can be through work-experience placements, or through the many sporting events and competitions entered by our extremely active Physical Education department. There are many varied activities to try in addition to the curriculum, which is broad and inclusive.

No doubt you are all full of uncertainties and anxieties about how you will begin, what you will experience, and ultimately what you will learn from this school. What we can promise you is an unswerving dedication from a talented group of staff and who believe passionately in giving the very best opportunities to all of the young people within our school, and also you as parents and carers. At Heron Hall we believe that every pupil is an important individual. They are special as they are an individual and we will work with each and every one of you to do our utmost to bring out the very best of your potential, and shine a light into a future that perhaps you didn't even know existed. We 'STRIVE' to ensure that every student is able to achieve success. It is vital that parents and the school work together to support pupil learning as we value frequent links. I hope you will feel that you can contact your child's form tutor or me if you have any queries regarding your child's education and welfare.

We look forward to meeting and working with you in the future.

Yours sincerely,

Arthur Barzey
Headteacher

Head of Year 7 Welcome Letter

Dear Parent/Carer,

I hope that you and your family are well and safe and have not been feeling too nervous about the transition from primary to secondary school during these unprecedented times.

My name is Chimson Lawson and I am Head of Year 7 at Heron Hall Academy. After seeing out my Year 11s this summer, I am very excited to start with the younger years again and help your child to progress to the next stage of their education.



Given the current climate, any anxieties regarding this new journey are of course understandable but I would like to remind you that this is still a very exciting phase for you and your child and we at Heron Hall Academy will be doing all we can to ensure a smooth process. From virtual classrooms to regular communications, we strengthen the links between school, parent and student to make sure the very best academic and behavioural results are achieved.

That being said, the new term will present your child with some challenges. The new journey, teachers, subjects, homework and friends will take a fair amount of getting used to before feeling comfortable. Some students will adapt quickly to all the changes, and we hope that your child is one of them but some will need to lean on the support systems that we have in place. As head of year, your child can always come to me or my deputy with any concerns, as well as their form tutor and the learning/behavioural support staff.

At Heron Hall we place emphasis on good behaviour and character. Year 7s have to learn to take more responsibility for themselves with their homework and behaviour than they might be used to. Excellent learning is underpinned by excellent behaviour. We expect our students to show respect when interacting with other members of our school community and to uphold the reputation of the school in the local area. Getting into good habits, and being accountable for their actions, is something our students will be working hard to develop, and we very much appreciate support from parents with this at home

We're all in this together!

I am looking forward to (safely) meeting you soon!

Yours sincerely,

Madam Lawson
Head of Year

Welcome to Heron Hall

Welcome to Heron Hall Academy. We are delighted that you have chosen to join us and are so excited to welcome you into Year 7 and to help guide you throughout your journey at secondary school. We recognise that some things will be different for you when you come to Heron Hall Academy and that change can be both daunting and exciting!

This booklet is designed to get you thinking about those changes and to provide you with useful information that will help you feel more confident.



MY FIRST DAY

Your first day at secondary school will be one you will always remember so follow these steps to make it a success!

The night before:

- Have your bag packed, including your pencil case
- Have your uniform laid out ready
- Check that you know how you are getting to school and who you are travelling with
- Set your alarm to allow you plenty of time to get up and ready.



Finding your way around:

Heron Hall Academy is a big place compared to your primary school so it will take you a little while to find your way around the buildings. When you start on your first day your form tutor will give you lots of information. You will be surprised just how quickly you will get to know your way around the academy.



This seems to be one of the biggest fears when you start at Heron Hall but this is something that you do not need to worry about. Teachers will not get cross if you arrive a few minutes late when you are new – they understand that it takes a little time. Other members of staff or students will help you find your way around. Please do not be afraid to ask a member of staff or someone else to help you.

Subjects are located in specific areas and this makes it easier to find your way around. All of the Science rooms are in the same block and there is an area for Maths and an area for English.

WHAT IS IN YOUR SCHOOL BAG?

BE PREPARED AND ORGANISED!

Impress your teacher by coming to school every day with all you need to learn well and participate fully. Here is a list to help you:

- Any notes in your diary from parents/carers
- All books for today's lessons
- Pen – Black/Blue and Green pen!
- Pencil
- Ruler
- Rubber
- School diary
- P.E Kit (if needed)
- Protractor
- Calculator
- Glue stick
- Water bottle



Don't forget your packed lunch if you choose not to use the school canteen!

LOCKERS

We do not have pegs to leave your belongings on so if you would like a locker then please speak to your Form Tutor on the first day of school and fill out a form.



Equipment

Things you will be expected to bring:

- A school bag to carry all your books and equipment. It should be large enough to carry A4 size books and folders.
- Pencil case with all your stationary inside
- Your student planner- this must be carried at all times and is used to record homework and other information. Teachers and tutors sometimes use this to communicate with home too.
- PE kit on the day when you have PE
- Reading book



What to leave at home:

- Jewellery - apart from a watch and 2 small stud earrings (no hoop) which must NOT be worn for PE. Please do not wear any special watches and earrings- save these for your best occasions.
- If you must bring a phone, it must be turned off and put out of sight during the school day. Inappropriate use will lead to confiscation. The school takes no responsibility for phones.
- Chewing gum
- Tippex
- Felt pens

We really do advise that uniform and equipment are prepared the night before. This reduces stress and avoids last minute panic.

Here are some tips for success:

- Pack your bag the night before and get your uniform ready.
- Make sure you eat some breakfast so that you are full of energy.
- Always arrive on time. Lateness is not acceptable, although, we will understand if you get a bit lost in the first couple of weeks.
- You will have a morning break and it is a good idea to eat a snack and have a healthy drink (No fizzy or energy drinks are permitted in school).
- Bring along a packed lunch or money to buy lunch in the Juice Box diner. If you are entitled to free school meals then lunch will be provided for you.
- School finishes at 3:30pm but there are lots of clubs to join and we really recommend you try as many as possible.

THE SCHOOL DAY



These are the times of the school day. We have school bells throughout the day but you must always wait for the teachers permission before leaving the classroom.

8.30am - 8.40am	Go to line up on the Year 7 Playground
8.40am - 9.45am	Lesson 1
9:45am - 10:50am	Lesson 2
10:50am - 11:10am	Break time!
11:10am - 12:15pm	Lesson 3
12:15pm - 1:20pm	Lesson 4
1:20pm - 2.05pm	Lunch time!
2.05pm - 3:10pm	Lesson 5
3:10pm - 3:30pm	Tutor time
3:30pm	End of School!

RECEPTION /STUDENT SERVICES

We are here to help you!
If you have any questions we will know
the answer.

If you are lost and cannot find your way
around we are happy to point you in the
right direction.



HEALTHY EATING

The Canteen is open during breakfast, break time and lunchtime. Hot and cold food can be bought there and a menu is displayed each day to tell you what lunch, vegetarian and lighter bite options are available.

Breakfast 7:45am - 8.30am

Break time 10:50am – 11:10am

Lunch time 1:20pm – 2:05pm

Free School Meals:

Eligible students will be set up on the school system and payment automatically arranged. If you have any questions regarding this, please contact Reception.



School Lunches

You will have your photo and finger print taken to pay for your meals in the Canteen. This will be explained to you by your form tutor.



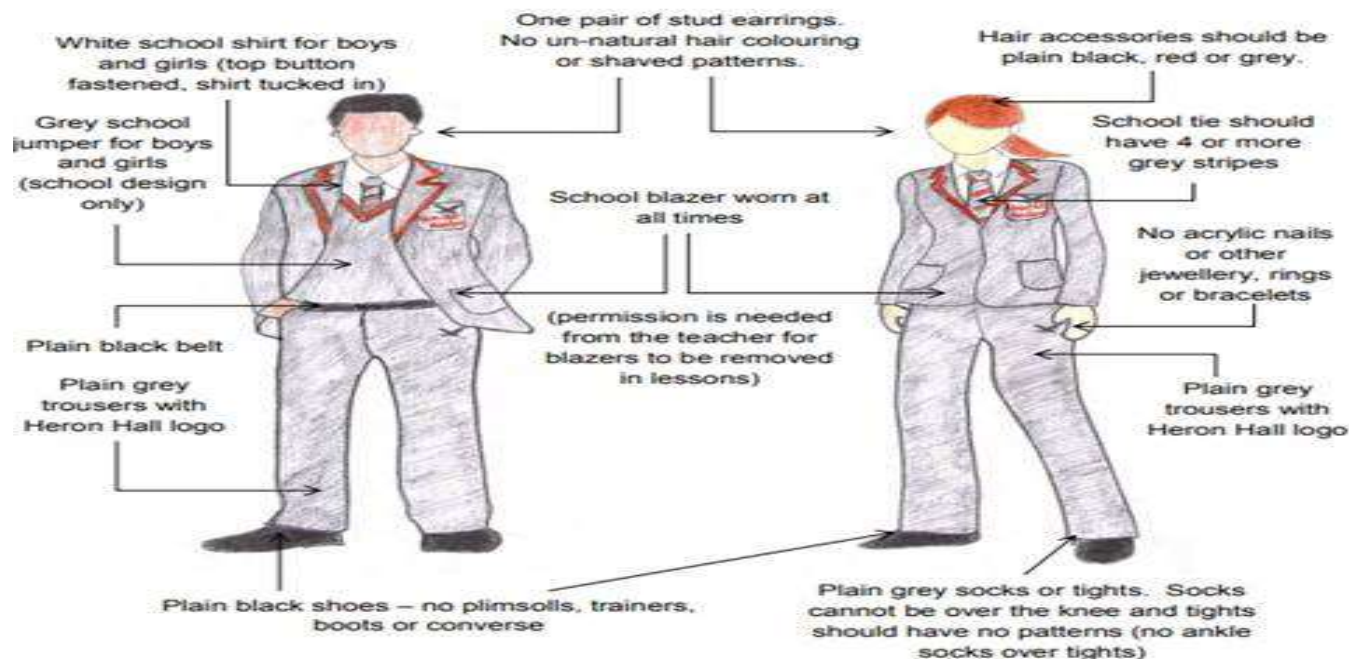
Packed Lunches

The dining staff will tell you which rooms you can eat these in or you can go outside and enjoy your lunch on one of the many picnic benches.

SCHOOL UNIFORM

WEAR YOUR UNIFORM WITH PRIDE!

At Heron Hall Academy we take pride in our uniform and we like our students to look smart and dress appropriately.



School Blazer	School grey blazer with the school logo on the breast pocket
Shirt	Plain white shirt with top button only
Trousers	Plain grey, straight cut, medium width regular fit or pleated.
Tie	A heron Hall tie must be worn at all times at an appropriate length – 4 red/grey stripes long
Skirt	Plain grey or black 'A' line style – no split. Skirt length – on or below the knee.
Jumper	Plain grey - V – neck with red trim
Socks/tights	Plain grey or black socks - No patterns Plain grey, opaque or flesh-coloured tights allowed – No pattern
Footwear	Leather-like flat shoes in black, or grey, no canvas shoes or plimsolls or sandals to be worn.
Coat	Sensible school coat in a dark colour must be worn. No leather or denim jackets. No hoodies allowed at any time. No sweatshirts, tracksuit tops or cardigans.

Where to purchase Heron Hall uniform

Name of Uniform Shop: Smith Schoolwear

Address: 157 -157 Lancaster Road, Enfield, EN2 0JN

Telephone Number: 020 8363 2424

Website: www.smithsschoolwear.co.uk

P.E. KIT

A black short sleeve polo shirt with school logo, black shorts and red and black socks. Tracksuit (optional), Rain Jacket (optional).



All items of clothing including your PE kit should be clearly named.

You will need ‘ASTRO’ trainers that are suitable for both hard floor and Astro turf.

Don’t forget that there are almost 1000 students here at Heron Hall Academy all with exactly the same kit!

Don’t lose yours!

MOBILE PHONES IN SCHOOL

We recognise that you are becoming more independent which means that you may have your own mobile phone. You are responsible not only for the safe keeping of this but also for ensuring it remains in your bag and switched off so is not seen or heard during the school day.

If you are caught using your mobile phone during school hours it will be confiscated and taken to Reception/Student Services where it will be collected by your parent/carer.



Student Planner and Homework

You will be issued with a Student Planner when you join Heron Hall Academy in September. This is an important piece of your daily equipment and must be carried with you every day.

Your planner will have various pieces of information that students and parents need to know:

- Timing of the school day
- Your timetable
- Homework pages
- Pages for notes from parents.



Up until now you will not have had to refer to a timetable. Each student is given an individual timetable which will give you details of which lessons you have, where you have these lessons and when. You will also have different teachers for different lessons too. For example, you will be taught sometimes in special rooms like the workshop for Technology, Cooking in the kitchen and Science in the laboratories. This is why it is important that all of this information is carried in your planner with you at all times.

You will also be asked to do some homework after most lessons. When homework is issued by a subject teacher you must write it down in your student planner.

After each piece of homework is completed you must ask your parent/carer to sign your planner to show that they are happy you have completed your homework on time and to a good standard.

Student planners are checked weekly by your Form Tutor to see if they have been filled out correctly and signed by your parent/carer.

If you lose your planner you will be expected to purchase a new one – please take care of it.

There is an expectation that you take pride in your work and that you present your work as neatly as possible. Remember that work should have your name on it, a title and a date. Keep your exercise books tidy and do not scribble or doodle on them. You may refer back to this work for revision later in the year so it is important that you take care of all of your work.

Attendance & Lateness

You should be in school by 8.30am every day. If lessons have already started when you get to school, you must go to Reception instead to sign in.

In order to get the most out of school it is essential that you keep your attendance as high as possible. We aim for students to have as near to 100% attendance as possible and **we reward students who manage this.**



Being on time for school and for lessons is important too, it means minimal disruption to teaching and learning.



If you cannot come to school your parents/carer should telephone school and speak to our Attendance Officer. If the school is not aware of why you are absent they will try to contact your parents/carer to check that you are safe.

The Curriculum

We want the educational experience of all our pupils to be one that raises aspirations and self-belief and enthuses children to become life-long learners.

At Heron Hall Academy, we recognise that students need to study a broad range of subjects to develop into well-informed young people, before they choose their specialisms at GCSE in preparation for their adult lives.

During Key Stage 3, we follow the National Curriculum and students study the following subjects:

- English
- Mathematics
- Science
- Design and Food Technology
- Computer Science
- French or Spanish
- Humanities (Geography, History & Religious Education)
- Art
- Music
- Drama
- Physical Education
- Personal, Social, Health and Economic Education



Details about these different subjects can be accessed from the link below:

<https://www.heronhallacademy.org.uk/file/5c4f3c6e5b73a>

To supplement our curriculum's offer, our school prides itself on our extra-curricular provision. Being able to offer students a wide range of extra-curricular activities is especially important as it encourages our students to become independent, confident, and well-rounded individuals.

Students can participate in creative activities as well as sport, dance, computing, languages, and drama. The school provides opportunities for students to learn outside of the classroom and runs several educational visits throughout the year. Trips to date include visits to top Universities, The Globe Theatre, a variety of West End Shows, Geneva, Disneyland Paris and many more.

Furthermore, we have outstanding sporting activities at Heron Hall, which also run as clubs at the end of the school day, encouraging physical activity, having fun and competition. We recently invested £500,000 in a 4G Astroturf and pupils thoroughly enjoy our outside space and the sporting facilities we offer.

Rewards & Celebration

Student achievement is recognised in a variety of ways throughout the year. For day to day achievements in class work and home learning, teachers and tutors issue positive merits for students; these merits are recorded onto our school system, certificates are awarded to those who achieve a high number of merits in each form class.

Achievement, progress, and making a contribution to the school or wider community are seen to be valued and at the heart of school life. They are also within the reach of every student and motivate each to give of their best. Many students have badges on their school blazer that help to show to other students and staff that they have helped to support the school community.

We love to celebrate your successes. We do this in the following ways:

- Praise
- Merits for effort and good work
- Certificates for effort, attendance and achievement
- Assembly Celebration
- Newsletter and letters home
- Postcards home



Sanctions

Visitors to our school frequently comment on the calm and purposeful learning atmosphere that is created and maintained by all that attend the school.

Students are expected to be prompt for school and lessons bringing with them all of the correct equipment for that day's learning. Students are expected to wear their uniform correctly at all times including to and from school.

Behaviour at the school is excellent. Students are rewarded for their achievements both inside and outside of the classroom. Where behaviour falls below the expected level, it is rectified using the 'Behaviour for Learning' policy.

Tutor Time



Your form tutor is the teacher that you will see every afternoon for 20 minutes at the end of day. You will be part of a tutor group for the whole of Year 7.

On your first day your form tutor will give you all the information you need for example your planner and timetable. You will have a notice board in your form class where important notices will be displayed this is where you will always meet together.

After the first day you will spend the 20 minutes tutor time learning all about what kind of learner you are and you will be given any important news. Your tutor will know you the best and their job is to help you in as many ways as they can.

If your tutor cannot help you or you have any concerns during the school day, then there are two other people to help out during your time whilst in Year 7; They are Madam Lawson who is your Head of Year and your assistant Head of Year will be announced to you on your first day. You can see them in their office on the English corridor which is located on the First Floor, before school, break time, lunch time or after school. Students are not permitted to leave lessons to see their Form Tutor, Head of Year or Assistant Head of Year. If you feel unwell then you must tell your teacher and the medical officer will be contacted.

Homework

At Heron Hall Academy we issue homework on a regular basis. It is an expectation that the students try their hardest and hand in their best effort. This does not mean that we think every evening should be spent slogging away until bed time! 30 minutes per subject should be encouraged although some subjects may vary. Having said that, if a student is so enthusiastic about a piece of work they want to put in extra time, then it will of course be recognised and rewarded.

Some tips to develop good habits:

- Homework is completed at the same time each night.
- Always ask a teacher if you don't understand the homework
- Don't leave homework until the last minute and try to complete it as soon as you get it.

Failure to complete homework or hand it in on time will result in a sanction.

Character and Culture

STRIVE

The most important reason that you come to school is to develop your academic performance and prepare for the exams that you will take at the end of your time with us. However, it is not the only reason why school is an important place and one of the key pillars of education at Heron Hall is to develop you as a well-rounded citizen who we can have confidence that you will go out and be successful in every aspect of your life outside of school.

That is why one of the key pillars of life at Heron Hall is to focus on students' character education and to help develop the skills and traits to thrive in the rest of their life after school. The 6 core values that underpin the character education at Heron Hall are:

- Supportive** – I help my peers and my teachers
- Tolerant** – I respect other people's differences
- Resilient** – I never give up when it's tough
- Integrity** – I do the right thing all of the time
- Visionary** – I aim higher and further
- Excellence** – I never settle for less than my best



The STRIVE ethos runs through everything that we do at Heron Hall and you will find teachers using the language in lessons to encourage you both academically and pastorally. Each STRIVE value is broken down into a series of traits that we aim for every student leaving Heron Hall Academy to be able to demonstrate. All of the traits and STRIVE values are also linked to the British Values that students learn through their time at school.

We also embed character education through other means including:

- **STRIVE Days:** Throughout the year we run three non-academic days that embed character aspects in students through a variety of means including trips, outside speakers, workshops and lessons.
- **STRIVE Award:** In Year 7, 8 and 9 students have the opportunity to complete activities inside and outside school to achieve Bronze, Silver and Gold STRIVE awards.
- **Volunteering Opportunities:** Through external partnerships we offer opportunities for our students to develop their character through volunteering in the local community.
- **Form Time:** One of the form time sessions every week is dedicated to Character and Culture and getting students used to the language and discussing key STRIVE topics.
- **Assemblies:** Each week the assembly will be based on a key topic or issue and linked to one of the STRIVE values.
- **STRIVE Interviews:** When students get into Year 10 we operate STRIVE interviews to help students prepare for life at college or Sixth Form. Through encouraging the use of character language it helps students to develop their interview technique.
- **External Speakers:** Every year we are looking for opportunities of local community speakers and high quality external speakers to come in and speak to the students about key topics.
- **Subject Awards:** We operate a series of opportunities to get involved in specific projects and awards around the school including the eco-project awards, Duke of Edinburgh Award Scheme and the ArtsMark.

BEING PART OF A HAPPY FAMILY



We want our community to be a happy one! At Heron Hall Academy we expect the following behaviour:

- Arrive on time, mind your manners and always be polite
- Treat others as you would expect to be treated yourself
- Do not gossip or bully. This is taken very seriously; it is not acceptable and will be dealt with immediately
- Move around the school quietly and walk on the left side of the corridors
- Line up outside the classroom quietly
- Listen to your teacher and put your hand up if you have a question
- Write your homework in your planner and hand it in on time
- Smile, it's infectious

Most of all try your best, be happy and enjoy your time at Heron Hall Academy



Our Motto is:

‘Together We Can Succeed’

Get Organised - Day Planner



Task	Mon	Tues	Wed	Thur	Fri
THE NIGHT BEFORE SCHOOL					
Lunch/Bottle of water					
Bus Pass					
PE Kit/Ingredients for FT					
Pack Homework to hand in tomorrow					
Pack Books for tomorrow's lessons					
Pencil Case					
AFTER SCHOOL					
Check School Planner for notes to parents and homework					
Give parents notes/letters					
Do homework 1. 2. 3.					
Check planner/ tick off in planner when homework is done					
Get uniform ready					

This is just a sample of the sort of chart **you** can devise to help you be organised. If you do your own version on your computer, then you can run one off every weekend to tick off the boxes every week.



A PAGE FOR YOUR OWN NOTES



