



Welcome to Cheadle Hulme High School



Student Transition Booklet

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

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1. Who are the key members of staff?

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

Senior Leaders



Mr Brown
Head of School



Dr Brooks
Associate Head



Miss Ballard
Deputy Headteacher

Teachers

At high school, you have a different teacher for each lesson. Sometimes you can have two or three teachers for a subject. There are so many teachers we can't fit pictures of them all here. Don't worry you will get to meet all of them in September.

Your Form Tutor

You will be put in a form tutor group with a teacher who you will meet with every morning.

Pastoral

Head of Year – Mrs McCarthy



Your Head of Year is there to support all aspects of life at school and will be a main contact for you.

2. What is the Student Support Centre (SSC)?

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



Mr Beech
SENDCO



Mrs Higgs
SEND Lead



Mrs Blake
SEND Administrator



Mrs Foley
First Aid

Mr Beech is the school SENDCO and has responsibility for all students with Special Education Needs or Disabilities. He works closely with Mrs Higgs who is the SEND Lead. They take responsibility for different year groups and will meet with parents/carers. They are supported by our Trust Directors of Inclusion. Mrs Blake works in the office, and Mrs Foley is our First Aider – you can go to her if you feel poorly when in school.

We have several staff whose job 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.

Some students may also be supported by the Sensory Support Service or the ASD Partnership. Here they introduce themselves:

ASD Partnership



My name is Jennie Everhard and I am part of the Autism Team in Stockport. I am the link worker for Cheadle Hulme High School and I will be there at least once a week.

Email: jennie.everhard@stockport.gov.uk

Tel: 07773 096978

Some of the things I can do are:

- You can ask me any questions you have about starting your new high school
- I can help you to create a 'pen portrait' (this is just a piece of paper which has information about you on it. It helps teachers to understand you and know how to help you).
- We might meet for sessions once you have started school. We might talk about things like your worries, making friends or what to do when you feel frustrated or you are struggling with something.
- Or we might just meet occasionally to check that things are going OK.
- I can attend school meetings and suggest things to try and help you to stay happy in school.

Sensory Support Service

Stockport Sensory Support Service (part of Stockport Council), is made up of a deafness team and a team of vision impairment specialists. We work with students who have multi-sensory needs and visit schools to provide support for students who are deaf, have a hearing loss, have vision impairments or other sensory needs.

The Sensory Support Service (SSS), has an office at Cheadle Hulme High School and we work with both vision impaired and deaf students in the classroom and on a one-to-one basis. We aim to make education as accessible as possible. You will probably see us around school and in some of your lessons. We're a friendly bunch so please feel free to talk to us and ask us about what we're doing!



Mrs Sibthorpe (VI)



Mrs Longden (HI)



Mr Mahoney (HI)

3.How is the school day structured?

	Monday, Tuesday, Thursday	Wednesday	Friday
Registration /assembly	8.30-8.45am	8.30-8.45am	8.30-8.55am
Unit 1	8.45-9.40am	8.45-9.40am	8.55-9.50am
Unit 2	9.40-10.35am	9.40-10.35am	9.50-10.45am
Break	10.35-10.55am	10.35-10.55am	10.45-11.05am
Unit 3	10.55-11.50am	10.55-11.50am	11.05-12.00pm
Unit 4	11.50-12.45pm	11.50-12.45pm	12.00-12.55pm
Lunch	12.45-1.30pm	12.45-1.30pm	12.55-1.40pm
Unit 5	1.30-2.25pm	1.30-2.25pm	1.40-2.35pm
Unit 6	2.25-3.20pm		

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 **playground**.

Some students are invited to go to **Matrix** at morning break and lunchtime. This is 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 in the morning and a 45-minute break for lunch.

The school day starts at 8.30am with registration. From Monday to Thursday, this is 15 minutes long but on Friday, it is 25 minutes long and we call this 'Cornerstone Friday'.

On Mondays, Tuesdays and Thursdays, the school day will finish at 3.20pm and you can go home or stay for extra-curricular activities. On Wednesdays, the school day finishes at 2.25pm, and on Friday you will finish at 2.35pm.

At lunch time break you have time to eat your lunch, to meet up and play with your friends and to go to the toilet. There are also extra-curricular clubs you can go to.

You can **buy food** using your lunch card at the dining hall or bring a **packed lunch** with you.



Food information
including allergies and
specific food
requirements

4. What does a timetable look like?

We follow a two week timetable. You will receive a timetable that looks a bit like this:

	1Mon	1Tue	1Wed	1Thu	1Fri
1	German Mr H OBERG EN6	Mathematics Miss D Cotgreave MA14	German Mr H OBERG HU1	Drama Mrs F Eagar DR2	Mathematics Miss R Loggenberg MA4
2	History Dr A Dickens HU5	Science Miss H THOMSON SC11	Physical Education Miss J Altdorf SPH2	Mathematics Miss D Cotgreave MA14	Music Miss V Lundberg MU2
3	Science Dr R Greenland SC11	English Miss V COLLINS EN10	Religious Studies Miss S Rosser HU7	English Miss V COLLINS EN9	Physical Education Miss J Altdorf SPH2
4	English Miss V COLLINS EN7	History Dr A Dickens HU2	Mathematics Miss D Cotgreave MA14	History Dr A Dickens HU5	English Miss V COLLINS EN9
5	Geography Mr P Gaskell HU4	Design & Technology Miss A Coop AR2	History Dr A Dickens HU2	Art Miss J Forber AR1	German Mr H OBERG HU1
6	Computing Mrs P A MURPHY IT3	German Mrs C Beswick LA8		German Mr H OBERG EN6	

	2Mon	2Tue	2Wed	2Thu	2Fri
1	German Mr H OBERG EN6	German Mrs C Beswick LA8	Science Miss H THOMSON SC9	German Mrs C Beswick LA8	German Mr H OBERG HU1
2	Geography Mr P Gaskell HU2	English Miss V COLLINS EN7	Art Miss J Forber AR1	Science Miss H THOMSON SC6	Geography Mr P Gaskell HU10
3	PSHE Mrs S Beresford HU10	Design & Technology Miss A Coop AR4	Physical Education Miss J Altdorf SPH2	Mathematics Miss R Loggenberg MA4	Music Mr C Convery MU1
4	English Miss V COLLINS EN7	Mathematics Miss R Loggenberg MA4	Mathematics Miss D Cotgreave MA14	Physical Education Miss J Altdorf SPH2	Mathematics Mrs S EWING MA14
5	Mathematics Miss R Loggenberg MA4	Science Dr R Greenland SC11	German Mr H OBERG HU1	Design & Technology Miss A Coop AR2	English Miss H Vernon EN7
6	Science Miss H THOMSON LA3	Geography Mr P Gaskell HU10		English Miss V COLLINS EN7	

Your timetable shows the following format:

Name of 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 Form Time?

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

At form time it is an opportunity for further development and tutors might go through school notices and share key information with you. Once a week you will have an assembly in the hall. You will get to know your form tutor group well and you will all be allocated the same House.

Houses

There are five houses called Laurus, 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.

Read more about the Houses and their meanings here:



6. What happens on the First Day?

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 Form Tutor and the code of your Form room. On your first day, you will go straight to your form room - when you arrive at school there will be lots of staff who will direct you. Please go to your form room where your Form Tutor will be waiting. There will only be Year 7s in the school so you needn't worry about it being busy while you find your way around.

What next

You will be in for the morning only on the first day and there will be no lessons. Your Form Tutor will give you a journal and timetable. You will get a map of the school and go on a tour. You will also do some team-building activities to get to know your classmates.



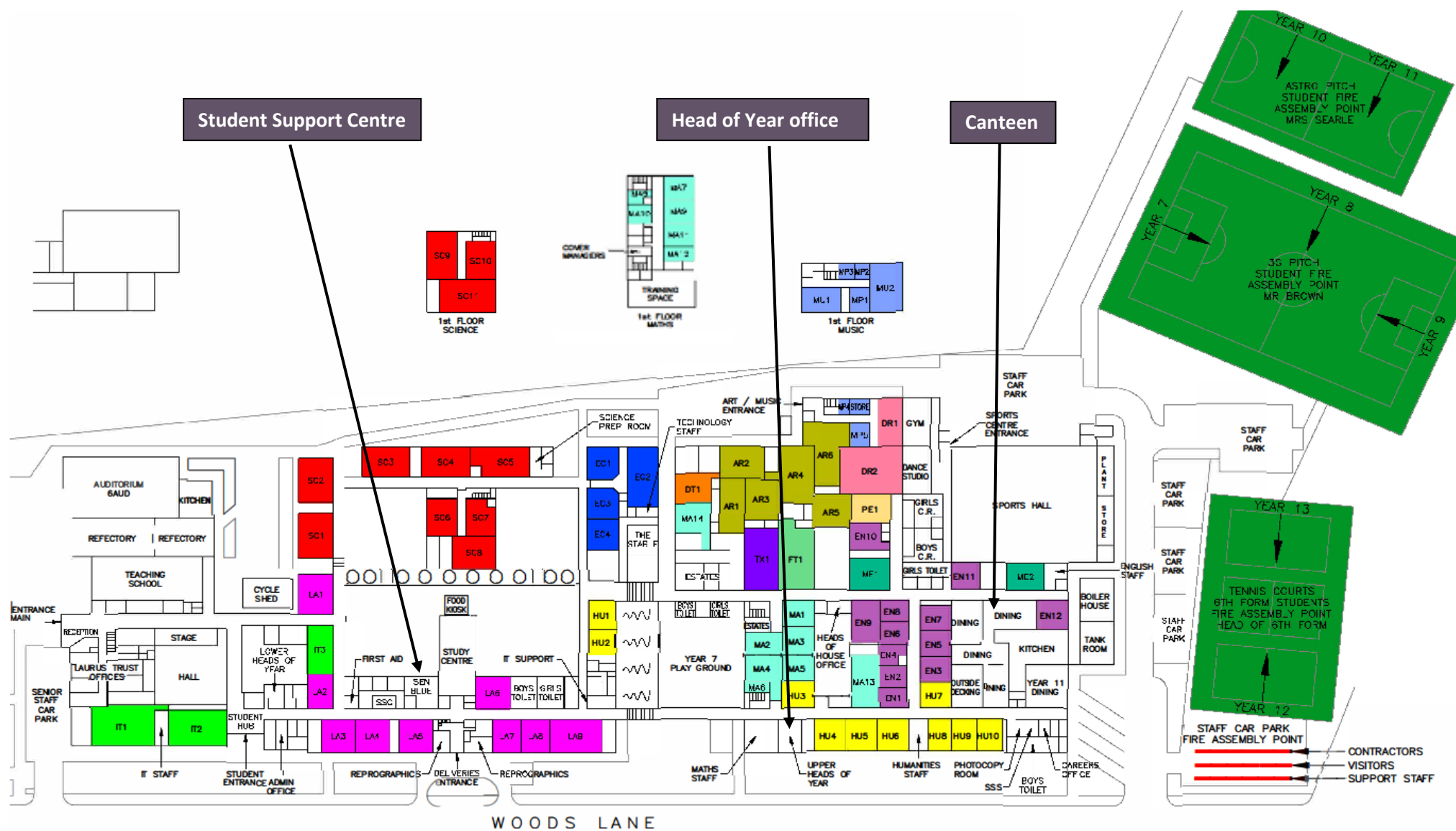
7. How do I find the right classrooms?

All the classrooms have letters and numbers to help you find them. On the map they are colour coded too.

English classrooms.....	EN1 to EN12
Maths classrooms.....	MA1 to MA14
Science classrooms.....	SC1 to SC11
Languages classrooms.....	LA1 to LA9
Art classrooms.....	AR1 to AR6
Drama classrooms.....	DR1 to DR2
Humanities classrooms.....	HU1 to HU10
Music classrooms.....	MU1 to MU2
IT suites.....	IT1 to IT3
Media suites.....	ME1 to ME2
Food Technology.....	FT1
Design Technology.....	DT1
Engineering	EC1 to EC4

There are a few others you will need to know like the Library, Student Reception and Student Support Centre.

School Map



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.

After a while, 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 or blue pen
- A pencil
- A rubber and pencil sharpener
- A ruler
- Highlighters or colouring pencils/pens
- A Maths set (including a protractor and calculator)

Independence

You will have lots to remember when you start at Cheadle Hulme 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 the night before and double check you have everything you need
- Check that you have completed your PP&R

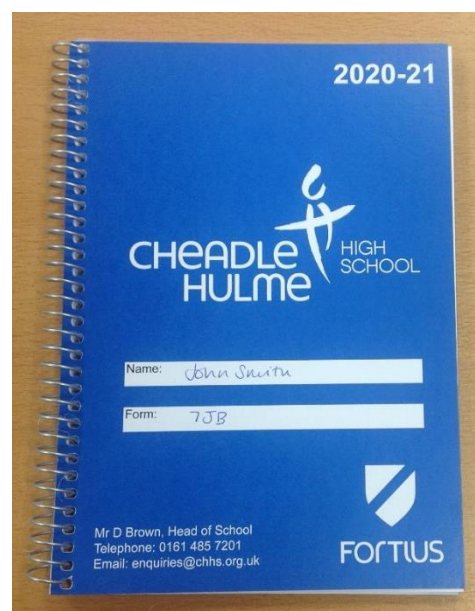
11. What do I need to know about homework?

At Cheadle Hulme 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 be given a journal (like the picture below) and you will receive regular PP&R.

- 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 three times a week (on Mondays, Tuesday and Thursdays) where there is a member of staff available to support you. There are also lunchtime clubs available for completing homework.



12. What after school clubs do you have?

After school we have extra-curricular clubs - we call these electives.

Electives offer a wide variety of extra-curricular activities including:



Electives will help you try new things and enjoy something you have never done before. You will meet new people and make friends with other students who enjoy the same activities as you.

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 (see below) - 10 House Points

Praise Postcards:

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

You will get 5 House Points per postcard!

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!



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 Cheadle Hulme 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 three codes called a 'B', 'C' and 'GC'.

You could get a B for being late, losing focus, not being fully equipped, not actively listening or not starting tasks 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 or other students. You will get a warning before receiving a C and there are different levels, some of which might involve a detention.

You could get a GC for unacceptable behaviour on the corridor, the playground or canteen.

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

15. If you travel by bike.....

Cheadle Hulme High School has been involved in a cycling engagement project to encourage more students and staff to cycle to and from school. Transport for Greater Manchester has provided the school with funds to improve the access into school for cyclists as well as provide more cycle parking and lockers for helmets and coats.

You can access the cycle path from Church Road behind the Sixth Form Centre (Hardman Way). You can come into school that way and also leave that way at the end of the day.

Leave your bike in the bike shed (see photo below). You can leave your helmet and coat in a locker - bring a small padlock to secure your belongings.



All cyclists need to

- sign a CHHS Cycling Code of conduct
- cycle safety
- follow the Highway Code.

The special cyclist's badge is awarded to students who have cycled into school for 15 days and who wear their helmet and behave responsibly on their bikes.



16. What do I do if I am worried about something?

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.

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! Your Form Tutor is also there to help solve any issues with you.

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.