



OUTWOOD ACADEMY HEMSWORTH

Students First
Raising standards and transforming lives



Hello and welcome!

My name is Miss Turner and I am the Learning Manager for your year group when you join Outwood Academy Hemsworth in September. My role is to look after you throughout your time at OA Hemsworth alongside your VMG tutor.

Your VMG tutor plays a very important role in your time at The Academy; they will see you every day and is your first point of contact should you have any concerns.

We have put together this “Year 6 to Year 7 Transition Booklet” to help you feel confident and excited about joining us – it contains lots of useful information that you may want to know before coming here in September.

Some of the contents of this booklet are purely for information, however I have included some fun activities for you to complete. There will be opportunities for you to ask questions, so please do not be afraid to ask.

I look forward to meeting you all soon and we hope that this booklet helps.

Miss Turner
Year 7 Learning Manager

School Uniform and Equipment

At Outwood Academy Hemsworth it is important that you are prepared for your school day, every day. This means arriving for school on time with the correct uniform and equipment.

Having all of these things will help you to have an enjoyable day and be able to fully participate.

The timetable of the day will be different to your Primary routines as you will be moving around the Academy at various times and will have a different subject each lesson. It is therefore important that you have a bag to carry your things from one place to another. Some lessons may require more equipment than others so it is therefore essential that you remember everything you will need for that day, including your PE kit.

Below are some examples of things you may need to bring:



Free School Uniform Bundle

All students will be measured during the Induction days for their free school uniform bundle – if they were absent they can be measured and collect their uniform on the August collection date.

The free bundle comprises:

2 shirts, a skirt or a pair of trousers, a blazer and a tie.

Parents/Carers can supply any additional item(s) from the above list or an Outwood jumper if you wish.

Students will also receive a free PE Kit Bundle comprising PE polo shirt, shorts, PE socks and a rugby top. Additional items can be purchased including tracksuit trousers and a micro fleece.

This bundle can be collected from Hemsworth Academy on:

Monday 12th August between 10am-4pm.

Further items can be purchased from Trutex – please see our Academy website for the online links.

EQUIPMENT

Below are some subjects you will be doing in Year 7. Think about some equipment that you may need for these lessons and write what you will need to bring with you to school.

English Lesson	Equipment needed:
Maths Lesson	Equipment needed:
PE Lesson	Equipment needed:
Art Lesson	Equipment needed:
Food Technology	Equipment needed:



**BE
EQUIPPED
AND
READY TO
LEARN**

Who's Who?

There are lots of staff who will be working with you throughout your time at Outwood Academy Hemsworth.

Below, in the boxes provided, fill in the names of staff members, so that you will know who they are before you arrive on your first day.

Staff Roles	Answer
The name of the Principal	
The names of the Vice Principals	
The names of the Assistant Principals	
The name of the Year 7 Learning Manager	
The name of my VMG tutor	
The name of a Maths teacher	
The name of an English teacher	
The name of the SID desk staff (Student Information Desk)	



The Library

The Library is a place where you can come to at break, lunchtime and after school. It is somewhere to find something to read, look at magazines, use the computers or do homework. It is important to be quiet and respect that everyone else can do all of these things in peace. You can borrow books but you must look after them and make sure you return them on time. Take some time to find the following words in the word search – how long did it take to find all 24 words?

AUDIO
BIOGRAPHY
BOOKS
CHAIRS
COMPUTERS
COOKERY
CRIME
FICTION
GEOGRAPHY
HISTORY
HORROR
LENDING
LIBRARIAN
MAGAZINES
PAPERBACKS
QUIET
READ
RECEPTION
REFERENCE
RETURNS
SCIENCE
SECTIONS
SHELVES
TRAVEL

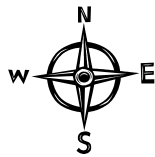
Try to find **all 24** words on this board.

F F R E C N E R E F E R F G S
E J S G S E V L E H S C T M S
Y N P R O R R O H X O O K P L
S E M A G A Z I N E S M A V W
P R Y N P E M I R C Q P H D X
F Y I R L E N D I N G U V G V
I H O A O L R E C E P T I O N
C P D I H T N B A J M E I E J
T A B A D C S D A T P R S T T
I R P Z E U Z I Z C K S E W L
O G E O G R A P H Y K E Z W E
N O B R S N O I T C E S D W V
L I B R A R I A N A M Y S R A
F B O O K S D S N R U T E R R
R T K C O O K E R Y R F Z F T



Finding your way around

Outwood Academy Hemsworth 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 VMG tutor will give you lots of information and a map to help. You will be surprised just how quickly you will get to know your way around the campus.



This seems to be one of the biggest fears when you start at The Academy 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.

Fire Drill



What do you do when the fire alarm goes off?

If you hear a continuous ringing of the bell you are to evacuate the building. If you are in a classroom your teacher will give you instructions on what to do. You must leave the building in a quiet and orderly manner and leave by the nearest fire exit.

Each VMG country has a specific area where they are to line up and wait for their VMG tutor for registration on the astro-turf. Please ensure that you follow the fire procedures and report to this area immediately.

THE ACADEMY DAY

Arrival on site	8.15am
Period 1	8.25am - 9.25am
Period 2	9.25am - 10.25am
VMG Time / Assembly / Break	10.25am - 11.00am
Period 3	11.00am - 12.00pm
Period 4 / Staggered Lunch	12.00pm - 1.30pm
Period 5	1.30pm - 2.30pm
Enrichment Activities	2.30pm until 3.30pm

Lunchtime



You will have a mid morning break in addition to lunchtime, the same as you do at primary school but the arrangements may be a little different. At Outwood Academy Hemsworth there are three lunch breaks Year 7 have the restaurant to themselves in which you can have your lunch and relax with your friends. The restaurant is also open from 7.45am for breakfast.

Lunch starts at 12.30pm and finishes at 1pm.

Year 7 will have their photo and finger print taken to be able to pay for your meals; this will be done on the first day in September and will be explained by your VMG tutor.

The restaurant serves both hot and cold food. There is also an area for students who wish to bring in a packed lunch.

If you are eligible for free school meals this will automatically be credited to your account.

NO YEAR 7 STUDENTS ARE ALLOWED HOME AT LUNCHTIME OR ALLOWED TO LEAVE THE ACADEMY SITE – if you are not on Academy grounds we cannot look after you and be held responsible for you.

Enrichment

The Academy does not finish its day at 2:30pm. Although lessons may have ended, there are many after Academy activities our students can take part in. Early in the new term at Outwood Academy Hemsworth all students will be given a booklet of these activities. Buses will be available to take students home at 3.30pm.



ACADEMY TERM DATES 2019-20

AUTUMN TERM 2019		
Open for Staff Only	INSET Day – Academy not open to students	Monday 2 September 2019
Open for Staff Only	INSET Day – Academy not open to students	Tuesday 3 September 2019
Open for:	Years 7,12 and 13 only	Wednesday 4 September 2019
Open for:	All Students	Thursday 5 September 2019
Last day	Half Term	Thursday 24 October 2019
First day		Monday 4 November 2019
Last day	End of term	Thursday 19 December 2019
SPRING TERM 2020		
First day		Monday 6 January 2020
Last day	Half Term	Friday 14 February 2020
First day		Monday 24 February 2020
Last day	End of term	Friday 3 April 2020
SUMMER TERM 2020		
First day		Monday 20 April 2020
Closed for:	May Day Bank Holiday	Monday 4 May 2020
Last day	Half Term	Friday 22 May 2020
First day		Monday 1 June 2020
Last day	Summer Holiday	Friday 17 July 2020

Inset Days:

Monday 2 September 2019
Friday 20 December 2019

Tuesday 3 September 2019
Monday 20 July 2020

Friday 25 October 2019

Academy Expectations

All academies have rules that students must keep in order to ensure everyone can learn, progress and achieve their potential. One of the basic elements of education is self discipline and recognising “choice” and “consequence”. We always encourage students to make the right choices for learning.

Our expectations are there to:

- To protect people and property
- To help the school run smoothly
- To provide the best possible education for all pupils
- To work in a respectful environment

At Outwood Academy Hemsworth, students and staff must respect each other and if you make the right choices, it is very unlikely that they will get into trouble for breaking any of the rules.

Our 5 expectations for the classroom are:

1. Arrive to lessons on time and with the right equipment.
2. Follow instructions the first time.
3. Listen to the person who should be talking.
4. Keep hands, feet and unkind words to yourself.
5. Put your hand up if you want attention.

“Listen to Learn – Learn to Listen”



BULLYING



Bullying may be verbal or physical and will not be tolerated in Outwood Academy Hemsworth whatsoever.

If you are a victim of bullying, or if you observe incidents involving others, do not hesitate to tell a member of staff. This staff member can be anyone who you feel you could turn to including office staff, VMG mentors, subject teachers or the Learning Managers.



REMEMBER IF WE DO NOT KNOW ABOUT IT, WE CANNOT FIX IT!!!

Bullying is not nice – it is hurtful and makes people upset. Sometimes bullies do not realise that what they are doing has a big impact on others lives and wellbeing. Have you ever bullied anyone or have you ever been bullied? Write a few lines about your experiences of bullying either as the victim of bullying or the bully.

REMEMBER – if you are being bullied or know someone that is, please tell someone.

STUDENT PLANNER AND HOMEWORK

You will be issued with a Student Planner when you join Outwood Academy Hemsworth 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 complete you must ask your parent/guardian 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 VMG 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.

Draw a picture in the box below of a place where you will sit to do your homework.

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 and Punctuality

In order for you to maximise your chances, it is important that you attend school regularly and on time.

Good attendance reaps rewards! Attendance is monitored by your VMG tutor, the Attendance Officer and the Education Welfare Service. There is an expectation that all absences from school are followed up with a phone call from your parent/carer.

Being on time for school and for lessons is important too, it means minimal disruption to teaching and learning. Your first day is on **Wednesday 4th September** and starts at 8.25am in the Dome.

How will you ensure you will be at school on time?



Remember:

- Arrive at school on time each day
- Wear the correct uniform
- If you are absent your parent / carer must phone the school
- Remember to bring to school each day your pens, pencils, rulers, planner etc
- Bring to school your PE kit on timetabled days
- Listen and follow the instructions given by your teacher
- Take pride in the work that you do and do it to your best standard
- Enter all homework in your planner and ensure that it is completed on time
- Ensure parents/carers sign your planner each week
- If you have a problem or a concern, please ensure that you tell someone



Most of all try your best, be happy and enjoy your time at Outwood Academy Hemsworth and remember our motto is “Students First” we want the best for you!