



Ovingham Middle School

Ovingham, Prudhoe, Northumberland, NE42 6DE

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Transition Guidebook for Parents & Pupils 2020



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Background Information

This document is designed to be an overview of what to expect when your child transfers to Middle School. It is by no means meant to be a definitive 'what to do and what not to do' guide, but is aimed at alleviating some of the anxieties and concerns expressed to us by parents and pupils in the past. We hope that you find it useful and that it provides some guidance and support during the transition phase.

How Can I Help My Child During Transition?

The move from First to Middle School is an exciting and significant event in the life of your child. It involves a big change in expectations regarding self-organisation and independence. The role of parents and the school is crucial in making this transition as enjoyable and seamless as possible. The primary focus must be one of reassurance.

Familiar Concerns

Will I make new friends?

- Making new friends is actively encouraged in the first few weeks at Middle School.
- Pupils have the chance to interact in a range of 'new starter' activities both inside and outside of the classroom.

Will I get lost?

- Our school is significantly bigger than First School but we have yet to lose a pupil!
- Pupils look around and become familiar with the school on Transfer Day.
- Pupils experience an orientation walk around school during the first day.
- Staff and older pupils are always around to give a helping hand.

Who will my teacher be?

- Under usual circumstances, pupils would have the opportunity to meet the Year 5 team prior to starting at Middle School. We will update you as soon as we can on the possibility of this happening this year.
- Although a little daunting at first, pupils soon learn to adapt and many enjoy having a range of specialists with different and appealing teaching styles.
- A letter confirming your child's class and teacher will be sent out prior to Transfer Day.

Are there lots of rules?

- As with any school it is necessary to have school rules.
- Year 5 teachers clearly explain these to pupils and provide pupils with a list of the rules they are expected to follow.

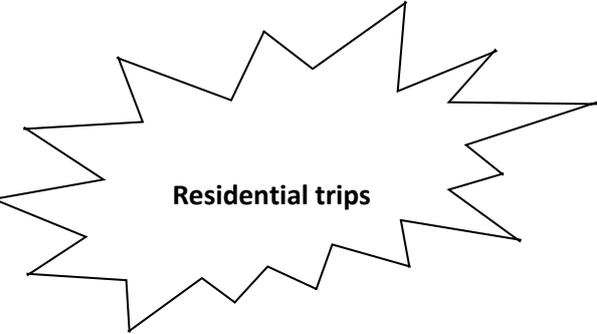
Things to Be Excited About



Making new friends.



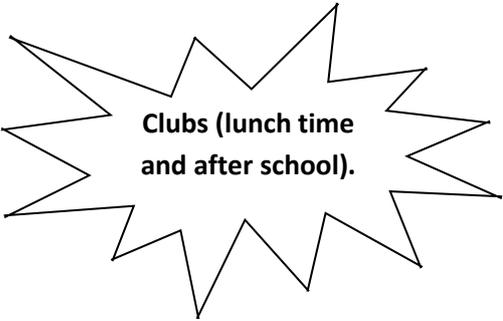
Community events



Residential trips



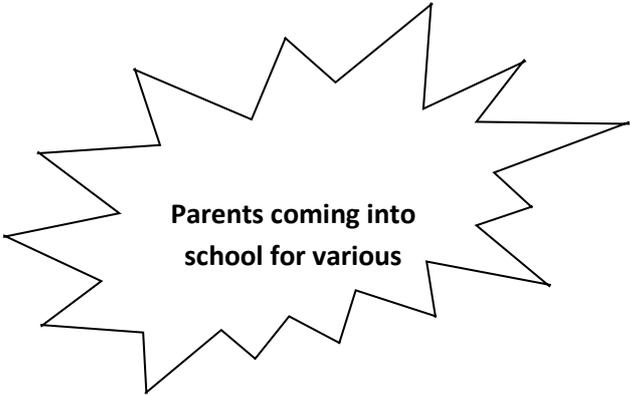
New teachers



Clubs (lunch time and after school).



Lessons in the Science lab, ICT suite and Food Technology room.



Parents coming into school for various

Before Your Child Starts Middle School

Transport

Dedicated School Buses

Those pupils who will be travelling on the dedicated school buses will receive a bus pass from County Hall. Please run through the procedure your child will need to follow i.e.

- Where they will get the school bus each morning.
- What time their bus leaves.
- What to do after school - new pupils will be shown where they catch the school bus at the end of the school day.

Walking

Follow the school guidelines on walking:

- Whether approaching from Ovingham or from the bridge all pupils are asked to follow the path around the back of the Church rather than walk on the main road.

Car

- If getting a lift to or from school pupils are asked to walk along the designated paths in the bus park. Cross at the zebra crossing and walk into the yard through the gate next to the food technology room.
- Parents are asked to park in the designated car bays and follow the one way system. **Please do not drive over the yellow chevrons.**

On Site

- Pupils are asked to stick to the footpaths around the outside of the school, avoiding the car park area.

Routine

Establish and Run Through a Routine

- Decide what time to get up each morning.
- Pack school bag ready the night before.
- Look at the timetable to decide which equipment is needed for the day.
- Review the routine regularly and adapt, as necessary.

Timetable

- Keep a copy of the timetable at home.
- Make sure your child has a copy with them in their Homework Diary (provided on the first day).

Uniform and Presentation

Please can you ensure your child attends school in the following uniform:

- School Navy Blue Sweatshirt with logo
- Pale Blue Polo shirt or Shirt-style Blouse (optional school logoed Polo shirts available)
- Mid grey trousers or shorts (Boys)
- Mid grey Culottes, trousers or knee length skirt (Girls)
- Grey / black socks (Boys)
- Grey, navy or white socks, knee or ankle length or thick navy tights (Girls)
- Black shoes capable of polishing (black 'trainer styled' shoes including converse style are not permitted)
- School P.E shirt

- School P.E shorts
- School P.E socks

The full school P.E kit must be worn for all P.E. lessons and sporting events. Pupils are not allowed to wear P.E. kit to arrive to school or during lessons. The school P.E. kit does not include short lycra fitting shorts or sports leggings and therefore they *must not be worn*. There are optional purchases of logoed hoodies but these are not compulsory and do not have to be worn in P.E. lessons. If pupils don't have school hoodies they must wear plain navy tracksuit bottoms and jumper.

Make-up

Can we also remind you that students are not permitted to wear make-up of any kind including nail varnish. Any make-up will be removed. We would appreciate your support with this.

Jewellery

All piercings should be removed and if new must be replaced with a clear stud. For health and safety reasons no rings or necklaces / chains are to be worn in school.

Hair

Whilst respecting the individual nature of each child, no extremes of styles will be tolerated. Long hair must be tied back for P.E. and lessons requiring it to be so. Patterns or lines cut into hair, colours other than natural shades and hair jewellery will also not be tolerated.

Uniform Orders

- Uniform can be ordered online from Moette Custom Clothing at www.moette.co.uk
- Please select OvinghamMS from the drop down box under 'Search By Organisation'.
- Compulsory and optional items are displayed. Please check your child has the correct uniform before they start school (including grey skirt or trousers and pale blue shirt)
- Please make sure all items are clearly labelled with your child's name and class. Including PE socks and trainers.

Equipment

It is extremely important for pupils to come to school each morning prepared for learning. This should include pupils having the following items with them for school every day:

Reading book - Pupils will need to come back to school in September with a book to read. The first book of the new term will need to be provided by home, once into the new school term there will be opportunities for pupils to choose a book to read from the school library.

Homework diary - This is an extremely important piece of equipment that helps the pupils keep organised and is one of the best ways for home and school to liaise effectively. The homework diary should go home every night and return to school every day. The diary should be signed each week by parents and will be signed weekly by form teachers. The pupils will receive homework diaries on the first day of the new term.

Pencil case - pupils should bring their own equipment to each lesson. All equipment should fit inside one pencil case - too much equipment is a hindrance in lessons. Pencil cases should include: 2 x pencils, 2 x black

handwriting pens, a ruler, a pencil sharpener, a rubber, a glue stick, a highlighter (optional) and a pack of coloured pencils (optional).

Water bottle -Pupils should bring their own water bottle to school each day. This should be a proper water bottle and not a disposable bottle of water. This should be filled before the pupils come into school each morning; there are water coolers in the dining area so that they can be refilled during break times or lunch times. Water bottles should not be filled during lesson times. We do also have OMS water bottles available to purchase from the stationary shop.

Mobile phones are not to be brought into school however; we accept that, at times, you may wish your son/daughter to travel to and from school with a phone for safety reasons. In these circumstances phones must be handed into the school office immediately and collected at the end of the day. They must not be left in lockers for the safety of their phone and the safeguarding of other pupils in the school. They must also not be visible in the school yard before or after school. Phones will be confiscated by a member of staff if they are seen being used within the school premises, an adult will then have to collect the phone from the school office.

Organisation

Out of school

- Have a space at home where your child can keep his/her school bag and equipment.
- Ask your child to empty and check his/her bag each day.
- Homework diary and letters will be given to pupils to take home each evening.
- Regularly check your child's diary for important updates and homework. Sign the diary every week to say you have seen it. These are checked in form time once a week.

In School

- Each pupil is allocated a locker in the Year 5 area. It is their responsibility to look after their key. We recommend using a lanyard to keep keys accessible at all times. For health and safety reasons all lanyards must have a release clasp.
- Each pupil in Year 5 has their own tray to keep their school books in.

Homework

- All homework is recorded in the pupils' homework diary. This should say what the homework is and when it is due.
- The amount of homework may vary week by week. Typically your child will receive literacy and numeracy homework once a week. Homework in other subjects will also be given when required.
- Please don't allow your child to struggle with tasks for lengthy periods. If unable to complete the work make a note of this in her/his diary for their teacher.

Contacting Us

Contact with your child's teacher is important. Their form teacher is your first port of call, you can contact them via:-

- Notes in the homework diary.
- A written note addressed to the form teacher.
- Telephone conversation (generally prior to school or at the end of the school day).
- An email through school admin: admin@ovinghammiddle.co.uk
- Request a meeting (please make an appointment through the school office: Tel: 01661 833 215)

Website

This is a great place to locate information and is regularly updated. Take a look: - <http://ovinghammiddleschool.net/>

School Gateway

We use School Gateway for much of our correspondence. We can send letters by email to your inbox and short messages directly to your mobile phone as a text message, or if you have an Apple/Android device, by app message. More information will be sent home with your child in September.

School Lunches

We have a good choice of healthy meals at OMS and we hope your child will be tempted to have a school lunch. We operate a cashless catering system; pupils have their own account and our biometric system allows pupils to use their thumb print to purchase items. School Gateway also offers an online payment method where you top up your child's dinner account and can view any purchases made. This will become available for your child in September.

School lunches are **£2:30** which include a main meal and a dessert. Drinks can be purchased at an extra cost. Cool fresh water is always available free of charge from the water machine in the dining room.

Parents' Evening

This event is scheduled during the first half term. At this time you will be given the opportunity to meet with your child's form teacher and talk through how they have settled into life at Middle School.

We hope you find this guide useful and look forward to meeting you all in the near future.

The Year 5 Team



Mrs Ridley



Mrs Colwell



Miss Tyler