



# Transition Booklet



*#motivatedtostrive*



1 Name

.....

2 House Tutor

.....

3 My House Tutor Group

.....

4 My Teaching Group

.....

5 Start Date at Maesteg School

.....

Your House  
Tutors will take  
the House Tutor  
Group for each  
tutor time and  
the Teaching  
Group is for  
lessons.

## SCHOOL ADDRESS

Ysgol Maesteg

Maesteg

Bridgend

CF34 0LQ

Tel : 01656 815950

## UNIFORM SUPPLIERS

Gwyn Richards

17 Talbot St

Maesteg

Mid Glamorgan

CF34 9BW

Tel : 01656 732376

Euro School Plus

10-11 Commercial St

Maesteg

CF34 9DF

Tel : 01656 654015

Tesco Embroidery Service (online)



#motivatedtostrive



# Head's Welcome

I am delighted to welcome you to Year 7 of Maesteg School and look forward to greeting you all in September!

Our simple motto is 'Motivated to Strive'. This means that we expect you to work hard at school and at home. We want you to develop a love of learning so that you enjoy life at Maesteg and get the best out of what we have to offer you.

You will study a wide range of subjects so will have lots of opportunities to show us what you are good at. Although classroom achievement is important, we also value our pupils who work hard at other aspects of school life such as sport, music, drama and creative arts. We want you to get involved in after school activities to explore and make the most of your talents.

Although Maesteg School is a much bigger school than your primary school, we will get to know each and every one of you as an individual. Our school is a warm, caring, friendly school where there are excellent relationships between our pupils and teachers.

I am proud of Maesteg School pupils and teachers and I look forward to September where you too will become part of our happy, hard-working and successful school.



Mrs Helen Jones  
Headteacher



# MAESTEG SCHOOL

## KEY STAFF



**Dr Dale Duddridge**  
Deputy Headteacher



**Mr Neale Jones**  
Assistant Headteacher



**Mrs Andrea Matthews**  
Assistant Headteacher



**Mrs Tania Hill**  
Assistant Headteacher



**Mrs Kate Cavendish**  
Assistant Headteacher



**Mrs Alison Davies**  
Family Engagement Officer



**Mr Andrew Mackay**  
SENCo



**Mr Kyle Evans**  
ICT Network Manager



**Miss Lauren Hopkins**  
Head of **Cadrawd**



**Mr Tom Davies**  
Head of **Llynfi**



**Miss Carley Hughes**  
Head of **Cynwyd**



**Mrs Lisa Ward**  
Head of **Daren**

Your main contact for information or to discuss any problems is your form tutor. If your form tutor is not able to help, then you should contact your Head of House. You can find the Heads of House in their teaching rooms or the Head of House office which is located on the first floor, next to Mr Jones' office and near the library.

You will be put into one of 4 houses : **Cadrawd**, **Llynfi**, **Cynwyd** and **Daren**. There will be lots of house competitions throughout the year. You can also earn house points by completing all your classwork and homework, by being helpful and friendly and trying your best. You will have house assemblies which will celebrate your achievements.

# The School Day

08:40 - 08:55  
**TUTOR  
TIME**

09:00 - 10:00  
**LESSON 1**

10:00 - 11:00  
**LESSON 2**

12:15 - 13:15  
**LESSON 4**

11:15 - 12:15  
**LESSON 3**

11:00 - 11:15  
**BREAK**

13:15 - 14:00  
**LUNCH**

14:00 - 15:00  
**LESSON 5**



No pupil is allowed to leave the school premises during the day without permission. The days of the school day are as above.



# My School Uniform



## GIRLS

- Black and amber tie
- Black V neck long sleeved
- Jumper/cardigan with school logo
- White shirt
- Black skirt/black formal trousers
- Black socks/tights
- Black low-heeled shoes

## BOYS

- Black and amber tie
- Black V neck long sleeved
- Jumper/cardigan with school logo
- White shirt
- Black formal trousers
- Black socks
- Black shoes



*#motivatedtostrive*



# APPEARANCE

## What am I allowed to wear?

- One small stud in each earlobe (these must be removed for PE or Games)
- A watch
- No facial piercings are allowed at all – this includes nose studs.

## What am I not allowed to wear?

- Jeans instead of school trousers
- Hoodies instead of coats
- Trainers instead of shoes
- Makeup or nail varnish
- Abnormal hair colours or extreme hairstyles

## WHAT IF

### I AM LATE?

Punctuality is a key indicator that you are well organised and can manage your time effectively. It is an essential skill that you will need to develop both in school and for the rest of your life. There should be no reason for you to be late to lessons or late with homework if you remember our one simple rule of RESPECT. Respect deadlines and respect start times and you shouldn't have a problem with punctuality. However, it can sometimes happen to even the most organised of us. If you are late into school in the morning, you must go straight to PUPIL RECEPTION where you have to sign in. You will then be told to go immediately to your lesson. If you are already in school but late to your lesson, you must apologise to the teacher and offer an explanation for your lateness.

## WHAT IF

### I NEED TO GO TO THE TOILET?

There are toilets available for pupil use on every floor. Pupils, just like teachers, are expected to use the toilets during break and lunchtime. You are not allowed to use the toilets during lessons unless it is an emergency. Then, you should ask a member of staff for permission to use the toilet and you will be issued with a pass. No pupil should be outside of class during lesson time – you will always need a 'pass' if you are outside of the classroom for any reason.



# My Homework

Homework is an essential part of developing and improving your independent learning skills. Although you learn whilst you are in school, real learning takes place when you re-learn it on your own or at home. All students at Maesteg will have homework from a range of subjects. It will be very important that you organise your time to make sure that you complete all homework to the best of your ability and meet the deadlines set. It is very important that you record every piece of homework in your school planner, including the date it was set; what you have to do; the date it has to be handed in to your teacher. All homework is recorded on SHOW MY HOMEWORK which is easily accessed by all our students and parents. You will have log on details when you arrive in September. If you have any difficulty with the homework, make sure you speak to your teacher about it BEFORE the deadline not after it. You can also stay in school from 3:00-4:00 to do your homework in the school library where you will have access to printers, photocopiers and support from staff.



# HOW SHOULD I BEHAVE

We have high expectations of our pupils at Maesteg School and this is most important when it comes to behaviour. Follow our simple code of conduct: we expect you to **RESPECT**.

- Respect your teachers
- Respect other pupils
- Respect your environment
- Respect deadlines
- Respect your uniform
- Respect yourself

We all have 'bad days' so in order to guide you, we also have the Maesteg Charter of 5 simple rules to **LEARN**.

**L** **LEAVE** mobile phones at home

- Valuable items and large sums of money should not be brought into school. Their loss will be your responsibility

**E** **ENSURE** that you have the necessary equipment and you are ready to learn.

- Bring the right equipment for all your lessons. Make sure you have a bag for your books, writing equipment, folders and PE kit.
- You must always have a pen, pencil, ruler, rubber, iPad and reading book.
- Be prepared to answer a question when asked.

**A** **ARRIVE** on time

- Late arrivals disrupt learning
- Arrive on time for registration and lessons. If late, apologise and provide an explanation to your teacher
- If you have been absent you must bring in a note for our House Tutors or your parents must telephone the school

- Do not ask to leave lessons or tutor time
- Go to the toilet during break and lunch time not during lessons
- Never leave school premises without the permission of your Head of House

## R **RESPECT** all staff, pupils and your learning environment

- Move around the school quietly
- Open/hold doors for other people
- When the teacher talks to the class, be quiet and pay attention
- Respect your uniform smartly and with pride
- Don't distract others or stop other pupils from learning
- Bullying has no place in Ysgol Maesteg – report any incidents to staff
- Value and respect our school, grounds and equipment. Look after the school properly
- Keep classrooms tidy. Litter is the responsibility of everyone
- Use the bins in the school building and in the yard
- Chewing and eating are not allowed in classrooms

## N **NOW** work hard and **STRIVE** to produce your best

- Enjoy your success
- Take advantage of the opportunities provided for you
- Encourage and support each other
- Become fully involved in school life
- Develop your talents in sport, music and serving others
- Look for ways you can support each other, your House, your school and your community
- Follow the Maesteg motto which is “Motivated to Strive”
- Meet all deadlines for classwork and homework
- Don't be afraid to ask for help when you need it
- Respect yourself...  
Aim to succeed...  
Work hard!





## WHAT

# WILL I STUDY?

You are joining the school at such an exciting time as you will be participating in our Year 7 Challenge Curriculum. We will further develop all the skills you have learnt in primary school. You will be working closely with your English teacher and two other teachers so that you improve your literacy, numeracy and digital competency skills. We will challenge you to set yourselves high standards in your learning. We will ensure in your Challenge curriculum lessons you will question yourselves and your teacher. You will become expert problem solvers. We will provide opportunities for you to use digital technologies creatively. At Maesteg School we will enable you to take risks in your learning. You will also become knowledgeable about Wales, our culture and heritage as well as looking to the world beyond. Your lessons will be dynamic and will develop your self-confidence, resilience and empathy with other pupils in our community at school and in our local community.

All your teachers in the Year 7 Challenge Curriculum Team are so excited to welcome you to Maesteg School and can't wait to begin the next stage of your educational adventure together.

## WHAT CAN I DO

# IN MY SPARE TIME?

## THE LIBRARY

Developing a love of reading is one of the most important life-long skills you can learn. If you choose the right books, it can also be one of the most enjoyable. You will always need a reading book with you to make sure you can benefit from our DEAR (Drop Everything And Read) sessions. You can borrow books from the library and earn House points for the amount of reading that you do throughout the year. As well as a wide range of books the library also has a quiet reading area and computers with internet access that you can use to complete homework. You will also have the help and support from Mrs Walters, our Librarian.

# SCHOOL CLUBS & 'POWER HOUR'

We have a wide range of clubs that you can join at Maesteg. We have a school orchestra, a school choir, a drama club, sports clubs for football, rugby, netball, hockey, athletics, gymnastics and dance. There are also clubs at lunchtime and after school for revision, catch-up and controlled assessments. There are lots of other extra-curricular activities. Keep an eye on our Activity board in school and on our website and go along and try something new!

## WHAT SHOULD I DO AT LUNCHTIME?

We have  $\frac{3}{4}$  hour (45 minutes) for lunch in the school dining hall. You can either have a meal in the school Dining Area or you can bring sandwiches from home if you prefer.

We also have a Breakfast club where we serve tea and toast from 8:00am every day. There is also hot food available during morning break.

### *Breakfast, Break & Snack Menu*

- Fresh fruit
- Yogurt
- Cakes
- Fruit juice
- Water

### *Main Meals*

- Salad Bar
- Jacket Potatoes with a variety of fillings
- Meal of the day (Roast dinner or curry and rice.)
- Pizza
- Warm baguettes

### *Grab & Go*

- Range of wraps
- Sandwiches
- Baguettes and fillings



## WHAT TO DO

# IF I'M UNHAPPY?

We hope that this never happens once you begin your life at Maesteg School; although you will be part of a much larger school, you will be part of a House and a valued member of a Tutor group. If you do feel sad, not included or just unhappy, then please tell someone. Problems cannot be solved if no one knows about them. Your form tutor should be your first point of contact, but your Head of House should also be able to help. If they are not able to solve the problem or make you feel happier, we have trained counsellors at the school who you can make an appointment to speak to.

We are a 'TELLING' school and bullying is not tolerated at Maesteg. If you are aware that anyone is being bullied, you must tell a teacher. Each child has a right to feel safe and happy in school and we will not allow bullies to make any child unhappy in Maesteg.



## WHAT DO I NEED

# TO BRING FOR PE?

You don't have to be a world class athlete or rugby player to enjoy PE. You just have to be prepared to have a go at anything. All children are expected to take part in PE and even when you are injured or ill, you need to bring your kit so that you can still be a part of the lesson.

Remember that no jewellery is allowed in PE lessons and must be removed before you take part. This is for your own health and safety and there will be no exceptions.

Learning to stay healthy and fit will help you live a long and happy life, so it is a key ingredient of Maesteg School's curriculum. We do lots of different sports as well as the traditional games that you may already have done in primary school. We have roller blading, cycling, boxercise and Zumba in the dark! We are not afraid to try anything new and neither should you be!



# LETTERS FROM OLIVIA & KATIE



Hello Everyone!

We are part of the BBC News team who meet Tuesday after school. We all sit together and talk about what is going on in school. We also have our own newspaper where you and your parents can see what's happening around our school.

Maesteg School offers an amazing opportunity to learn, with helpful teachers and a range of clubs and activities both after school and at lunch times. You can get involved with our Sports Day and Eisteddfod, and if you enjoy the spotlight you can also join yearly school productions.

Don't worry about getting lost around the school, there are many signs around that tell you which class is which. Make sure you look out for these codes MO,LO,EO, SO and CO and then a number. You can always ask a teacher or an older pupil.

You will make many new friends, which is one of the reasons why Maesteg School is so fun! You will achieve and learn so much in your time here! Do not be nervous and enjoy this new experience! Good luck and I hope to see you around.

## OLIVIA

Hi Everyone!

I've decided to write this because Ysgol Maesteg is a great school with multiple opportunities! There are all sorts of clubs for anyone who is interested. There are Maths, Technology, BBC School Report, Netball and of course we have our annual show.

During your first week at Maesteg School you'll have lots of Challenge lessons which are fun packed with lots of activities. You also get to go on trips too!

I've made amazing friends and enjoyed many opportunities at Maesteg and I know you will too!

When I first started Maesteg School I was very anxious about my classes and teachers. I was also worried about getting lost. You might be in the same boat but I can assure you, you'll have fun. I knew my way around the school in a couple of days and for the first couple of weeks you will go early for lunch so you can get used to things. You'll have your finger print as well as your picture taken; they will get put on the system. You can put money into your account via machines in the atrium.

I hope to see some of you around at Maesteg comprehensive. Enjoy your time here and take every opportunity that's presented to you, good luck!

KATIE

## HOW DO I GET TO SCHOOL?

All bus passes are issued by the Local Authority. Questions relating to transport must be directed to BCBC.

Tel: 01656 642653

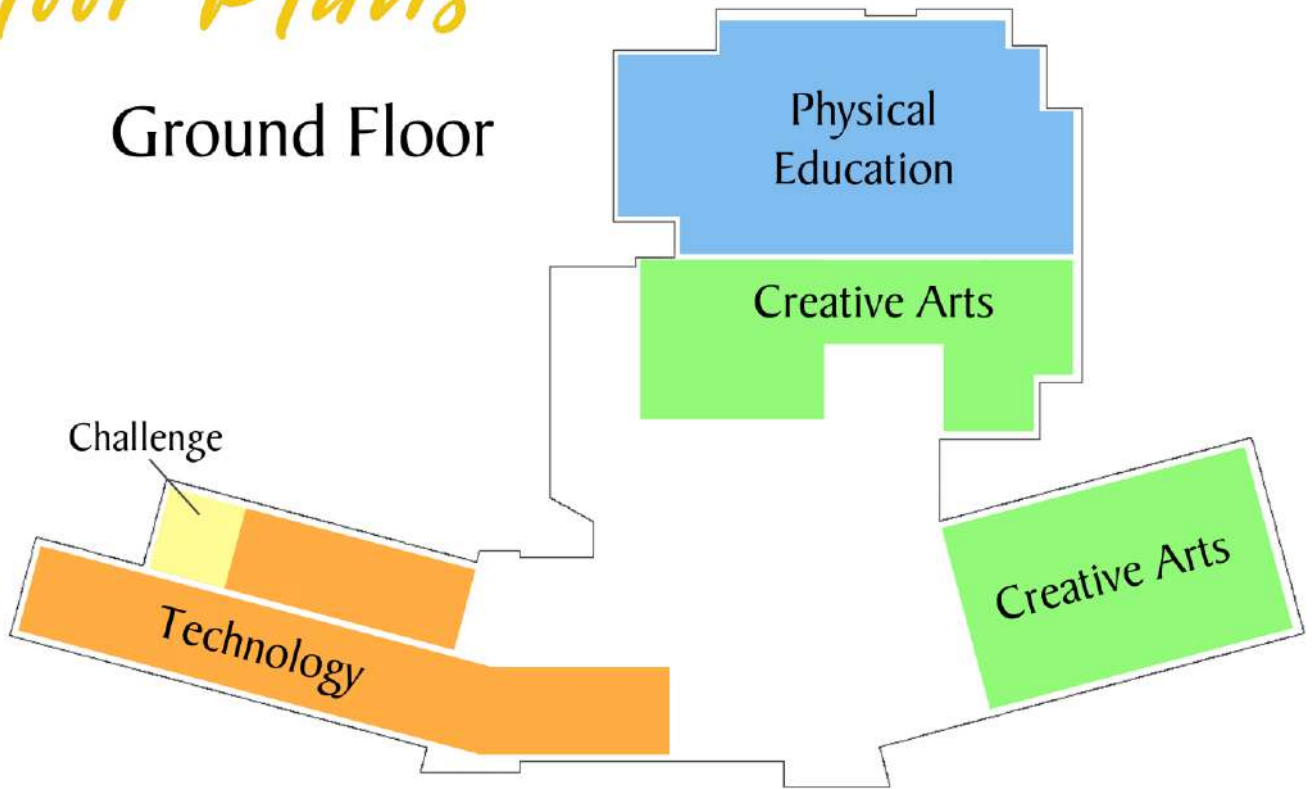
Many of our students walk to school or bring their own bicycles which you can keep safe in the bike storage areas of the school.

## HOW DO I GET AROUND SCHOOL?

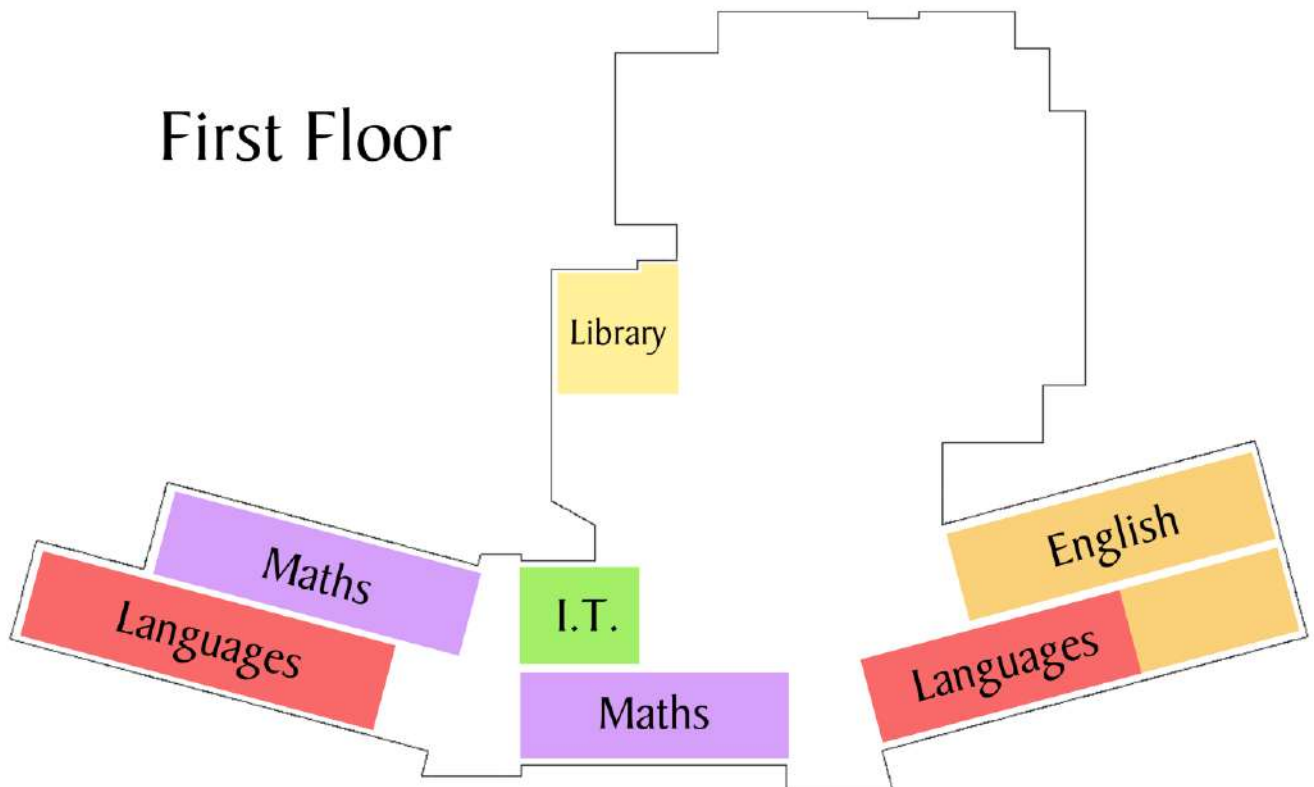
The floor plans on the next page give you an idea of where to find each faculty and also the Library where some of your lessons may take place.

# Floor Plans

## Ground Floor



## First Floor







# NOTES

A series of horizontal dotted lines for writing notes.

