



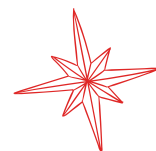
**“MIND THE GAP”**  
TRANSITION STEPS FROM PRIMARY TO  
POST PRIMARY – A PRACTICAL WORKBOOK

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# INTRODUCTION



It may seem a long way off now but soon you'll begin thinking about the big move from primary to your secondary school.

Changing school should be exciting but you might also feel a little bit nervous. It will involve a lot of changes and new experiences.

This transition workbook will hopefully explain a lot about secondary school and answer some of your questions as well as help to prepare you for all the changes.



# MY TRANSITION WORKBOOK



Name: \_\_\_\_\_

Primary school I attend: \_\_\_\_\_

Secondary school I will attend in August: \_\_\_\_\_

\_\_\_\_\_

The address is: \_\_\_\_\_

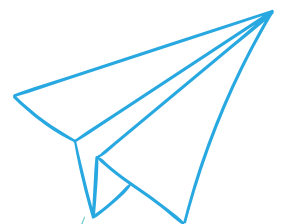
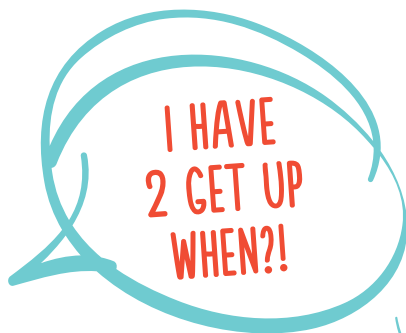
The name of the Principal is: \_\_\_\_\_

School starts at \_\_\_\_\_ and finishes at \_\_\_\_\_

To get to school on time, I will need to leave my house at about

\_\_\_\_\_

I will attend the school from \_\_\_\_\_ August





# TRANSITION TOGETHER



NAME: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

1. What do you think it will be like at your new school?

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2. What things would you like to find out about your new school?

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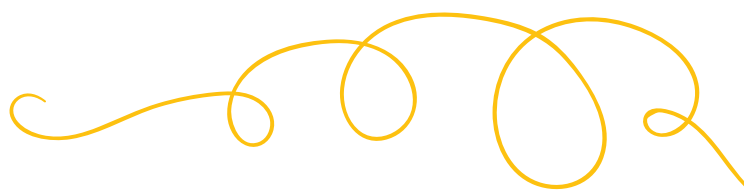
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3. List three things you are looking forward to:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

4. List three things you think you might need help with:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_



# FINDING MY WAY AROUND



Most 6th class pupils feel a little scared about going to a school which is so much bigger than their primary school. They feel worried about getting lost, or being late for a lesson because they're not sure of where the room is.



A map can help because it shows where all the different rooms are.

At the beginning of the school term, all students will be given a school journal. This journal is very important and must be kept neat and minded at all times. In the journal there should be a map of the school. Maps of the school can also be got in the school office.

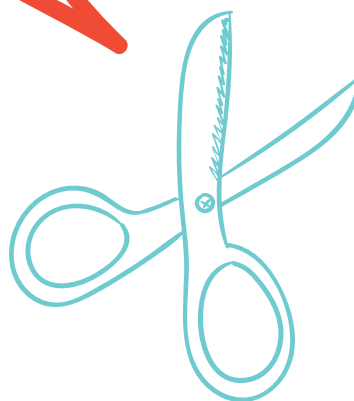
There is space to stick in your map on the next page.

If you like science you could look to see where the science labs are. Or if you think lunchtime is the best thing about school then you can look to see where the canteen is!

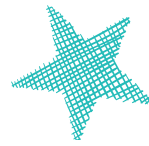
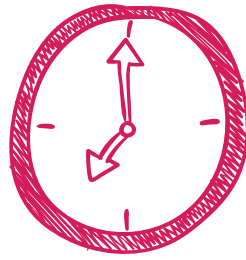
There are clubs and activities that happen at lunch time, for example, chess club, art club, computer club and sports. Find out the name of the different clubs or activities, which day they are on, and where.



# MY SCHOOL MAP



# THE TIMETABLE

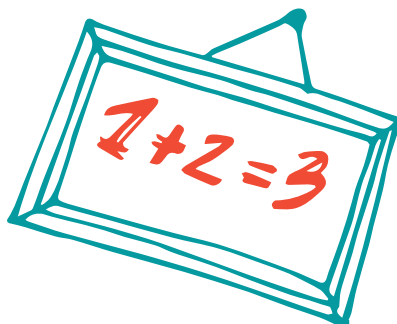


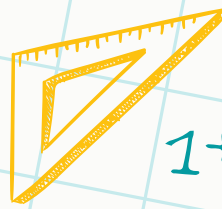
One of the first pieces of information you will be given in August will be your timetable. It's very important because it not only tells you which lessons you will have that day but it also gives you a clue about the equipment you will need to pack in your bag the night before. It also tells you what time each lesson starts and finishes and in which room they will take place. If you haven't got a watch yet, it might be a good idea to buy one to practise telling the time and getting to places on time.

Usually the timetable will also let you know which teacher you will have for a subject. Instead of just one teacher, you're going to have to get used to different people being in charge of your class!

Often, the timetable will have the teacher's initials next to the name of the lesson.

You will probably have 5 or 6 different subjects every day and some will be in special rooms. For example, science will usually take place in a laboratory. Certain subjects like Science, Art and PE may require more time so you may therefore have what is known as a "double class".





$1+2=$

WHERE IS MY MATH CLASS?

# SCHOOL TIMETABLE

Time	Mon	Tues	Wed	Thurs	Fri
9.00 - 9.40	<b>FRE</b> R5 CC	<b>IRI</b> R4 KW	<b>REL</b> RR SM	<b>FRE</b> R5 CC	<b>MAT</b> R6 MH
9.40 - 10.15	<b>HIS</b> R4 KW	<b>MAT</b> R6 MH	<b>HIS</b> R4 MMG	<b>GEO</b> R9 SJ	<b>HIS</b> R1 MMG
10.15 - 10.55	<b>MAT</b> R6 MH	<b>ART</b> AR HS	<b>FRE</b> R5 CC	<b>BUS</b> R11 JOK	<b>BUS</b> R11 JOK
<b>BREAK</b>					
11.10 - 11.50	<b>BUS</b> R11 JOK	<b>FRE</b> R5 CC	<b>SC</b> R1 KD	<b>ART</b> AR HS	<b>IRI</b> R4 KW
11.50 - 12.25	<b>FRE</b> R5 CC	<b>BUS</b> R11 JOK	<b>SC</b> R1 KD	<b>PE</b> H JOK	<b>FRE</b> R5 CC
12.25 - 13.05	<b>ART</b> AR HS	<b>ENG</b> R2 VG	<b>GEO</b> R9 SJ	<b>PE</b> H JOK	<b>FRE</b> R5 CC
<b>LUNCH</b>					
13.45 - 14.25	<b>ENG</b> R2 VG	<b>FRE</b> R5 CC	<b>BUS</b> R11 JOK	<b>IRI</b> R4 KW	<b>REL</b> RR SM
14.25 - 15.05	<b>HIS</b> R7 MMG	<b>GEO</b> R9 SJ	<b>MAT</b> R6 MH	<b>ENG</b> R2 VG	<b>ART</b> AR HS
15.05 - 15.40	<b>CSPE</b> R7 SG	<b>REL</b> RR SM	<b>IRI</b> R4 KW	<b>MAT</b> R6 MH	<b>ENG</b> R2 VG

## SUBJECTS:

<b>SC</b> Science	<b>ENG</b> English	<b>FRE</b> French	<b>HIS</b> History
<b>IRI</b> Irish	<b>GEO</b> Geography	<b>MAT</b> Maths	<b>REL</b> Religion
<b>BUS</b> Business studies	<b>PE</b> Physical Education	<b>ART</b> Art	

## TEACHERS:

<b>KW</b> Kate Walshe	<b>DG</b> Sandra Gilligan	<b>MH</b> Matt Hall	<b>SJ</b> Sam Jones
<b>JOK</b> Jane O'Kelly	<b>SM</b> Sally Moore	<b>HS</b> Harry Sheehan	<b>CC</b> Con Clarke
<b>VG</b> Veronica Grady	<b>KD</b> Keith Doyle	<b>MMG</b> Mark McGrath	

# SCHOOL TIMETABLE



1. What books will I need to have with me on Monday morning?

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2. How long is the first break?

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3. How long is lunch time?

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4. Who teaches Science?

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5. What subject does Harry Sheehan teach?

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6. Which subjects have a double class?

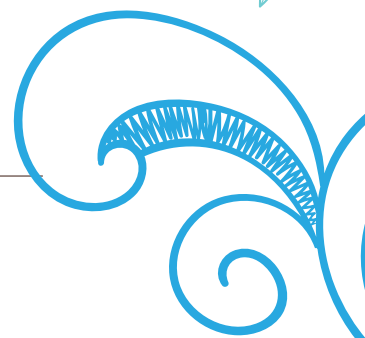
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7. Which books will I need to get from my locker at lunchtime on Wednesday?

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8. Which room will I go to after break on Tuesday?

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# HOMework



**Homework - ugh!** No one likes it but it's just one of those things that you have to do and the more organised you are, the less amount of time you'll have to spend doing it.

In first year you may start to get a lot more homework than you have been used to. Teachers will be stricter about getting it done and handed in on time too.

To help you do this you will, like primary school, use your journal where you can write down what you have to do and when it has to be finished by.

This is important as you may have, for example, French on a Monday and not again until Thursday.

Using your journal to record homework will help you space out the amount of work and make it easier to manage.

## WHY IS HOMEWORK IMPORTANT?

Homework is really important because it shows the teacher whether you've understood the work or not. It is also a means of revision and you can cover more work than the time allowed by a lesson in school.

## QUESTIONS TO ASK...

You need to make sure that you really understand all the rules about homework. Below are some questions you could ask your home group teacher. You can add a few more of your own if you like.

**This is your chance to ask your teacher everything you can think of about homework!**

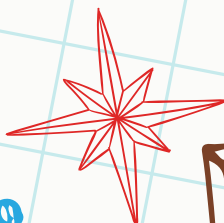
- 1. How long will I be expected to spend on homework each night?**
- 2. What should I do if I find the homework is too difficult?**







# RULES



## Why do we have them?

Every school will have some rules for the classroom, corridors and assembly as well as rules about homework, break-times and uniform. You might not like them or even agree with them but they are there to make life easier for everyone in school.

## Can you think of the reasons why schools need rules?



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# BREAKING THE RULES!



There will always be consequences for breaking the rules too. So it's not only important to know what the rules are but also what will happen if you don't follow them.

Before we look at a copy of the school rules, can you think of any that may apply to your chosen post primary school?

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# RUMOURS



Most people in your class will probably want to talk about going to secondary school because it's a big step for all of you. It's good to talk about all the exciting things ahead of you and it's also good to tell each other about the things you're a bit worried about.

Sometimes though pupils can scare each other unnecessarily because they have listened to rumours about what the school is like.

Look up the word "rumour" in the dictionary and write the definition here:

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Very often rumours are exaggerated stories. For example, a story that there are gangs of older students taking money from new first year pupils could be an exaggeration of a one off incident where a 5th year boy ran off with 5 euro when a first year dropped it.

Rumours may have an element of truth in them but usually they contain a lot of things which aren't true. It's best to listen to the facts that members of staff tell you rather than the rumours pupils from the school might tell you.

**WRITE DOWN SOME OF THE RUMOURS YOU HAVE HEARD:**

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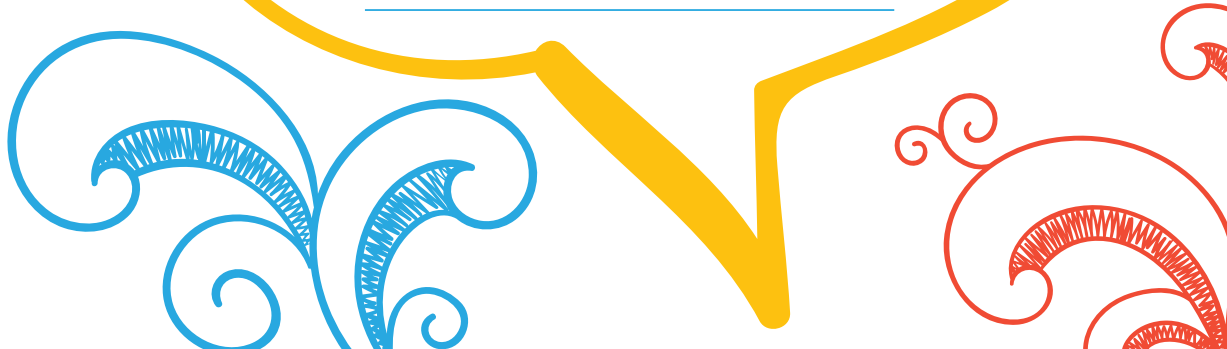
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# FRIENDSHIP & PEOPLE



Most children in your class will feel comfortable and happy because they know everyone very well and feel like they belong. Just having one teacher can make you feel safe too or being with the same classmates everyday. Going to secondary school can be different because you won't know everyone and it may take a bit of time to feel like you "belong" in your new form.

The important thing to remember is that EVERYONE will feel the same way and that you're not alone. It's actually a good opportunity to make new friends and learn from adults who have specialised in their particular subject.



I am looking forward to meeting:

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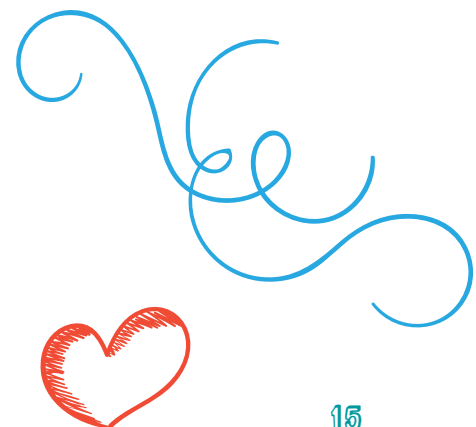
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I am not sure about meeting \_\_\_\_\_ because...

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# FRIENDSHIP & PEOPLE

Everyone has strengths and weaknesses. Some pupils find it really easy to get to the top level on a computer game whilst others never get past level 1. Some pupils have no problems drawing amazing life-like pictures whilst others find it difficult to draw a good stick-man.

It's the same with making friends. Some pupils love meeting new people, are very chatty and make lots of friends easily. Others don't know how to begin to make even one new friend.

Below are a few hints and tips to help you make a new friend. Why don't you practise with a classmate?



☆ SMILE ☆

☆ TELL THEM YOUR NAME AND ASK  
WHAT THEY'RE CALLED ☆

☆ FIND OUT WHAT THEY ARE INTERESTED IN ☆

☆ TALK ABOUT SHARED INTERESTS -  
YOU BOTH MIGHT LIKE COMPUTERS ☆

☆ ASK THEM IF THEY WANT TO DO  
SOMETHING AT BREAK-TIME ☆



# WORRIES



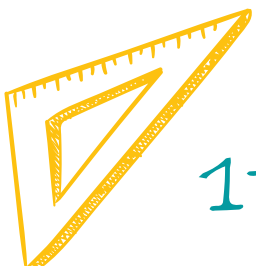
What worries do you have about starting secondary school?

A large, light blue cloud-shaped writing area with horizontal lines for text.

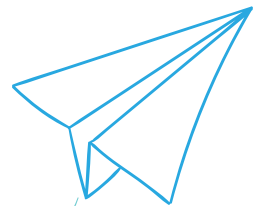


# SIMILARITIES

What do you think will be similar about secondary school?

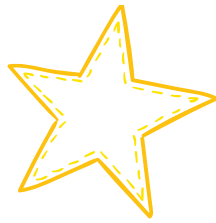
A large red oval frame containing ten horizontal blue lines for writing.

$$1+2=$$





# WORDS



On your timetable you will see some new words...what do they mean?

H.E = \_\_\_\_\_

R.E = \_\_\_\_\_

B.S = \_\_\_\_\_

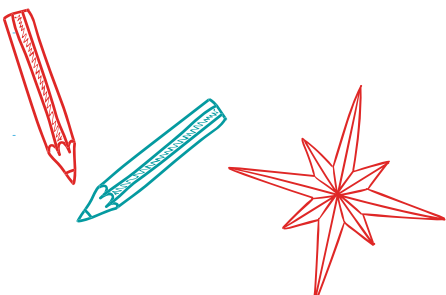
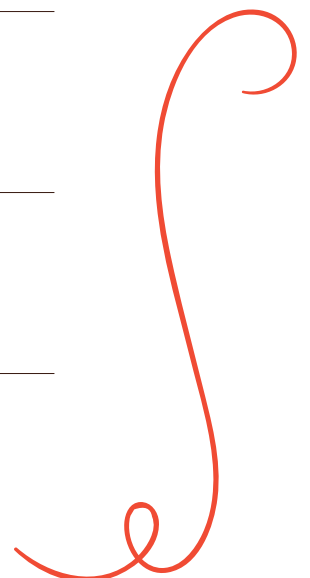
Tutor = \_\_\_\_\_

Year Head = \_\_\_\_\_

Tech Graph = \_\_\_\_\_

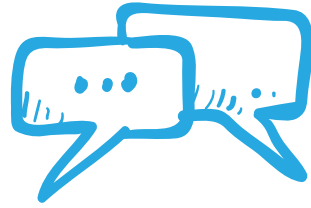
C.S.P.E = \_\_\_\_\_

Bio/Chem/Phy = \_\_\_\_\_





# SCHOOL FRIENDS



**What can you do that will help you make new friends?**

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**How can you tell that someone is a good friend?**

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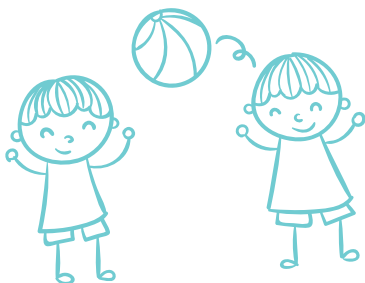
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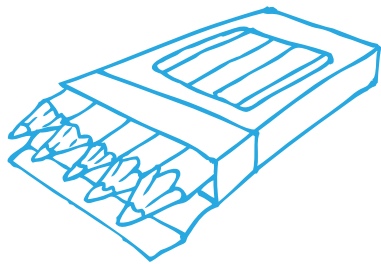
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# THOUGHTS...

How are you feeling about leaving primary school?



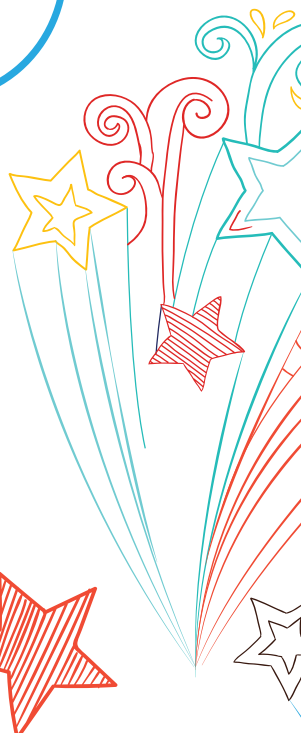
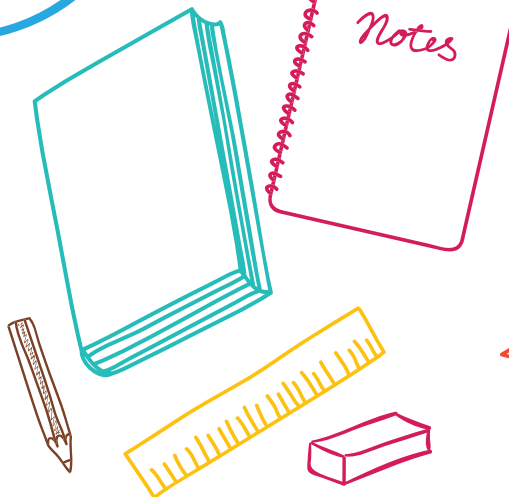
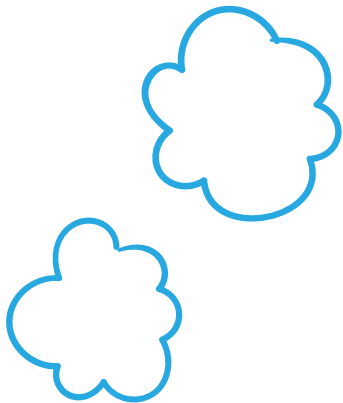
# THOUGHTS...

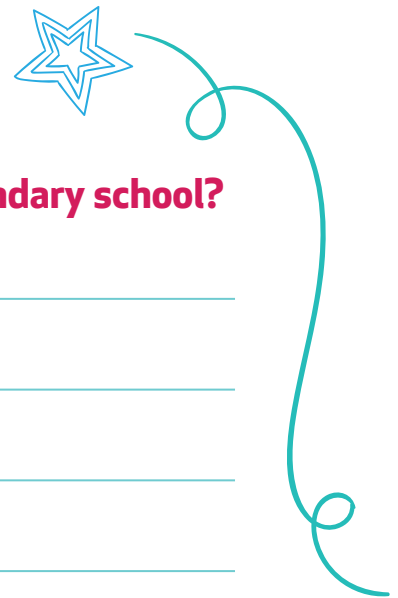


How are you feeling about starting secondary school?



A large, cloud-shaped writing area with a blue outline and eight horizontal blue lines for text.





**What questions would you still like to ask about secondary school?**

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**What do you still need to find out?**

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**What do you hope you will achieve from secondary school?**

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One of the transformational goals of the National Policy Framework 'Better Outcomes Brighter Futures - The National Policy Framework for Children and Young People 2014-2020', is to support effective transitions. Children and young people experience a number of key transitions in their journey from childhood to adulthood including from primary school to post primary school.

Navan School Completion Programme (NSCP) Staff team developed a booklet called 'Transition Programme' delivered to 6th class students in the Spring of each year. Its main aim is to assist young people successfully transfer from primary to secondary school. It encompasses exercises to help them negotiate teacher expectations, new environments and the journey from established social groups into new social relations. When evaluated, the programme showed positive outcomes for the young people in NSCP Schools. NSCP worked with Meath Springboard Family Support Services, LMETB, Meath Children and Young Peoples Services Committee (CYPSC) with generous funding from DCYA, to redevelop and produce this booklet for use by all 5th and 6th class students initially in County Meath and now across Ireland There is an online video resource in addition to this booklet available on YouTube; [www.youtube.com/watch?v=C5eQVbZBs3I](http://www.youtube.com/watch?v=C5eQVbZBs3I)

**- Christina Nestor, Coordinator, Navan School Completion Programme (NSCP)**



These booklets can be ordered through [valerie@springboardnavan.ie](mailto:valerie@springboardnavan.ie) for €2 each.