



# TRANSITION WORKBOOK

*Welcome to St Joseph's College Geelong*



This workbook belongs to:

**Name:**

.....

**Primary School:**

.....

# WELCOME TO SECONDARY SCHOOL!

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 bit nervous. This is all perfectly normal as it will involve a lot of changes and new experiences.

This is the St Joseph's Transition Workbook and you can use it both at school and at home. It 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.

## WHAT I WILL MISS AND WHAT I AM LOOKING FORWARD TO

<b>The things I will miss about Primary School</b>	<b>The things I am looking forward to about Secondary School</b>
<i>Add your ideas in this space of your table</i>	<i>Add your ideas in this space of your table</i>

**List three things that you think you will need help with next year:**

1. ....

2. ....

3. ....

# FINDING OUT ABOUT ST JOSEPH'S

Use the College website to answer some of these questions

**[www.sjc.vic.edu.au](http://www.sjc.vic.edu.au)**

Name of the College: .....

The address is: .....

The telephone number is: .....

The name of the College Principal is: .....

The name of my Year 7 Homeroom teacher is: .....

and the Year Level Coordinators names are: .....

*(you will find out this information on Orientation Day)*

The first day of school next year is .....

The school day starts at ..... and finishes at .....

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

Next year I will travel to school by:

car   bus   foot   bike   (Circle the answer)

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

.....

.....

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

.....

.....

# FINDING YOUR WAY AROUND

Most students are worried that they might get lost in their new school or that they will be late for a class as they don't know where a classroom is located. Generally secondary school is so much bigger than primary school. In your school diary, you will find a map. A map is helpful as it will show you where all the rooms are located in the school.

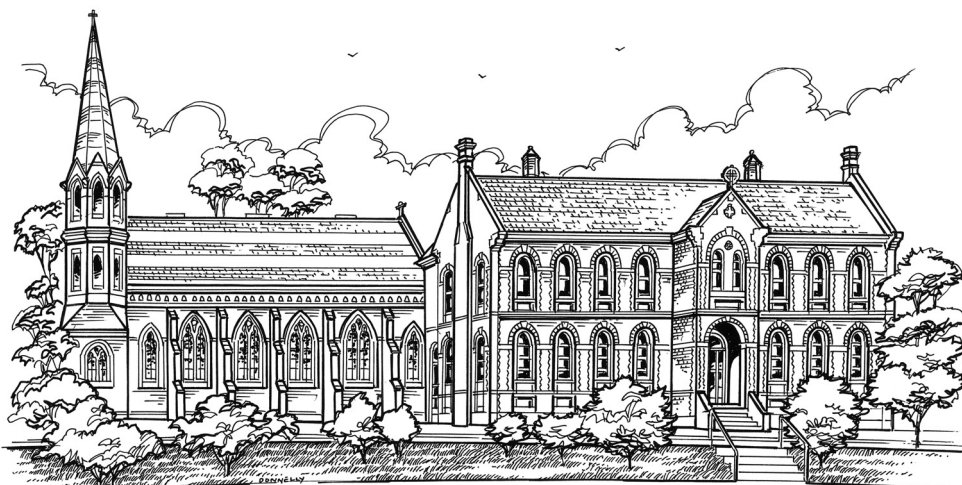
***In Year 7 the most important places that you need to know about are:***

- Homeroom (located in the Peter Chanel Centre or H Block)
- toilets
- canteen
- specialist rooms
- main office and Year Level Coordinator's office.

Over the holidays, it may be worth a visit to walk around the school grounds so that you are familiar with the location of these areas. As most of your classes are in the one area, you will soon get used to where most places are. For the first two weeks, your teachers will take you to your new classrooms until you are confident to find them by yourself!

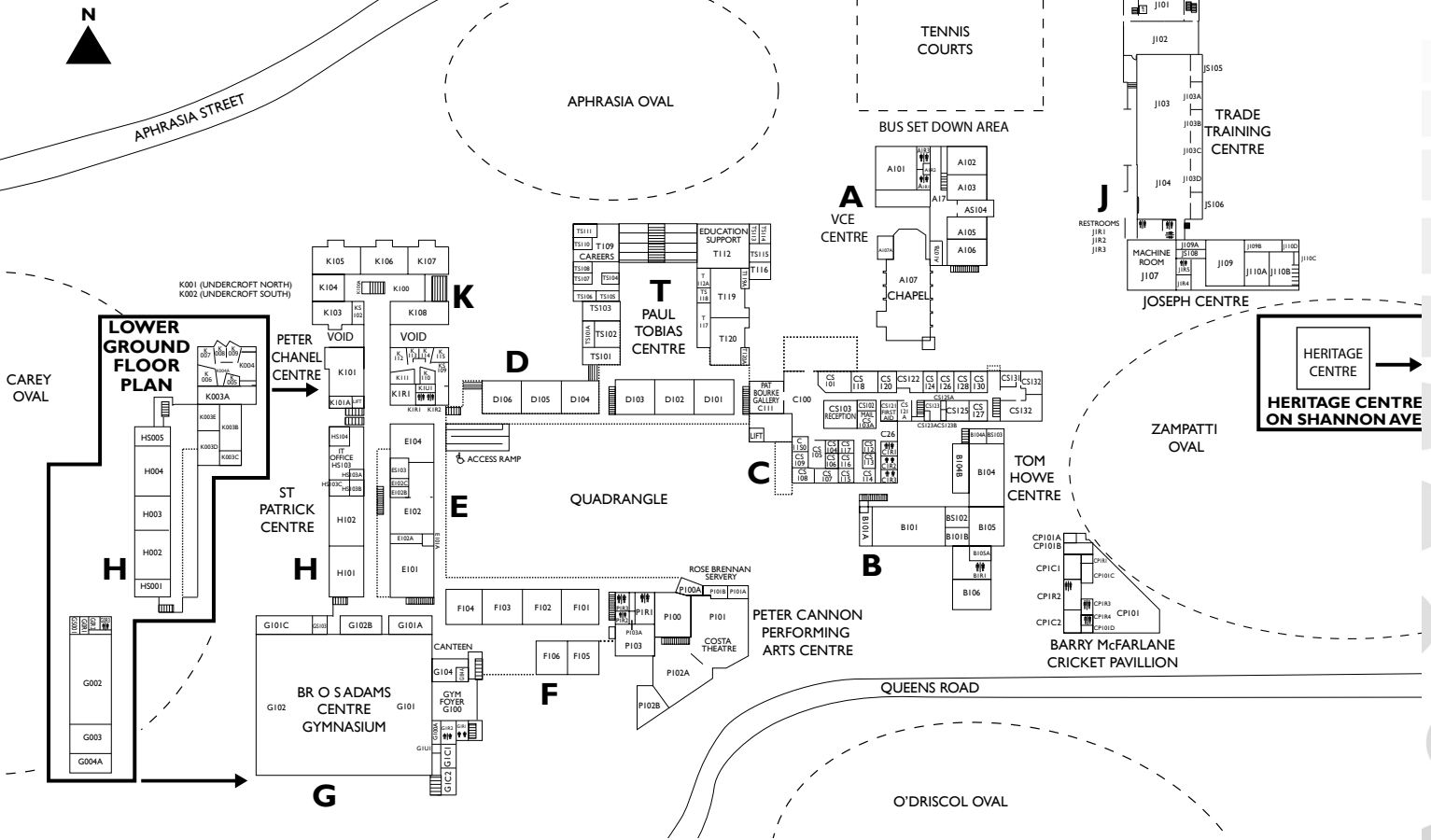
***Look at the map of St Joseph's on the following page.  
Shade the following places in these colours-***

- Paul Tobias Centre – red
- Aphrasia Oval – green
- College Reception (main office) – yellow
- Bus set down – blue
- Tom Howe Centre (Art Rooms) – orange
- Peter Cannon Centre for Performing Arts – purple
- Peter Chanel Centre – pink
- Br O S Adams Gymnasium – brown

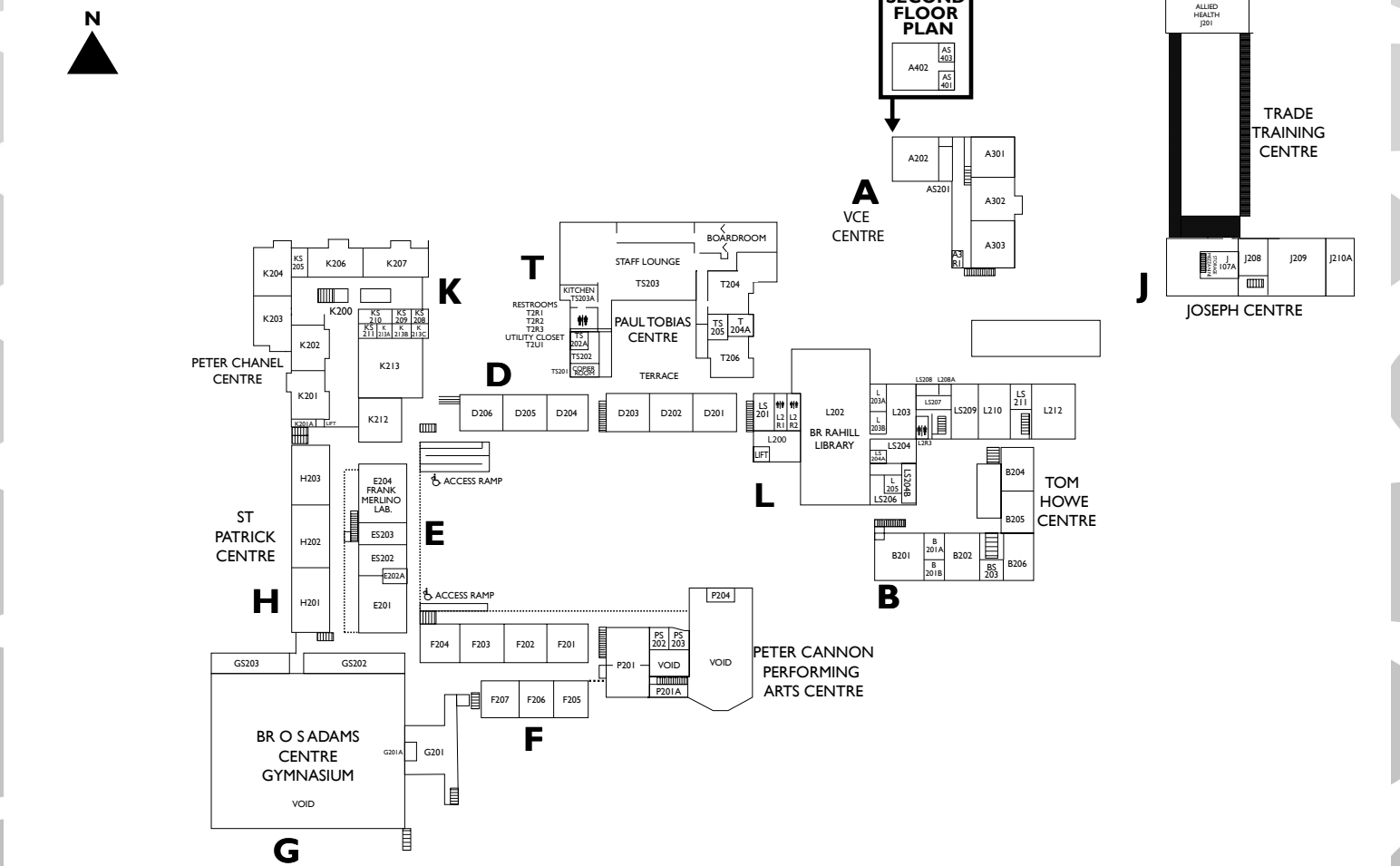


# MAP OF ST JOSEPH'S COLLEGE

## GROUND FLOOR PLAN



## FIRST FLOOR PLAN



# TIMETABLES

Each secondary school will have a unique timetable structure. The timetable is a daily reminder of what rooms, teachers and subjects you will have during the day. In Year 7 there will be many more subjects and more opportunities to experience specialist subjects (such as Food Technology, Band, Art, Chinese etc.)

You will receive a timetable on your first day and it may seem very confusing. Relax – it's easy to follow once you understand the codes. Your homeroom teacher will help all the students understand how to follow the timetable.

Here is a sample of a Year 7 timetable that students see on their intranet homepage. The room where a subject is taught appears in brackets.

	Homeroom	Period 1	Period 2	Period 3	Period 4	Lunch 1	Period 5	Period 6	After School
Day 1 Monday 9/9	YHR0072H WNN (K106)	MYR0072H AMY (K106)	RYR0072H ATR (K106)	AMU0072H GON (K108)	HYR0072H SDO (K106)		EYR0072H ATR (K106)	EYR0072H TWD (K106)	
Day 2 Tuesday 10/9	YHR0072H WNN (K106)	MYR0072H AMY (K106)	MYR0072H AMY (K106)	EYR0072H PRY (K106)	RYR0072H ATR (K106)		PYR0072H ACR (K106)	LIT0072H CGO (K106)	
Day 3 Wednesday 11/9	YHR0072H WNN (K106)	HYR0072H SDO (K106)	HYR0072H SDO (K106)	AY7AAD2H LAS (B104)	AY7AAD2H LAS (B104)		PYR0072H WNN (CP1C2)	PYR0072H WNN (CP1C2)	
Day 4 Thursday 12/9	YHR0072H WNN (K106)	TIT0072H QLL (K106)	AMU0072H GON (K108)	SYR0072H BPS (K201)	SYR0072H BPS (K201)		LIT0072H CGO (K106)	PYR0072H ACR (K106)	
Day 5 Friday 13/9	YHR0072H WNN (K106)	AY7AAD2H LAS (B104)	RYR0072H AMW (K106)	MYR0072H AMY (K106)	LIT0072H CGO (K106)		EYR0072H PRY (K106)	SYR0072H BPS (K201)	
Day 6 Monday 16/9	YHR0072H WNN (K106)	MYR0072H AMY (K106)	AMU0072H GON (K108)	EYR0072H PRY (K106)	SYR0072H BPS (K201)		RYR0072H ATR (K106)	MYR0072H AMY (K106)	
Day 7 Tuesday 17/9	YHR0072H WNN (K106)	MYR0072H AMY (K106)	MYR0072H AMY (K106)	EYR0072H PRY (K106)	RYR0072H ATR (K106)		TIT0072H QLL (K106)	LIT0072H CGO (K106)	
Day 8 Wednesday 18/9	YHR0072H WNN (K106)	HYR0072H SDO (K106)	HYR0072H SDO (K106)	AY7AAD2H LAS (B104)	AY7AAD2H LAS (B104)		PYR0072H WNN (CP1C2)	PYR0072H WNN (CP1C2)	
Day 9 Thursday 19/9	YHR0072H WNN (K106)	LIT0072H CGO (K106)	RYR0072H AMW (K106)	SYR0072H BPS (K201)	SYR0072H BPS (K201)		HYR0072H SDO (K106)	AMU0072H GON (K108)	
Day 10 Friday 20/9	YHR0072H WNN (K106)	LIT0072H CGO (K106)	RYR0072H AMW (K106)	EYR0072H PRY (K106)	EYR0072H PRY (K106)		AY7AAD2H LAS (B104)	PYR0072H ACR (K106)	

## Timetable Key:

Class Code	Class Description	Domain Component	Campus	Teacher Name
AY7AAD2H	7 Art and Design	Arts	St Joseph's College Edmund Rice Campus	Mrs Leanne Adams (LAS)
TIT0072H	7 Digital Technologies	Technology Systems Information	St Joseph's College Edmund Rice Campus	Mr Quentin Lydall (QLL)
EYR0072H	7 English (General)	English	St Joseph's College Edmund Rice Campus	Mr Peter Ryan (PRY)
EYR0072H	7 English (General)	English	St Joseph's College Edmund Rice Campus	Mrs Ashlee Tanner (ATR)
EYR0072H	7 English (General)	English	St Joseph's College Edmund Rice Campus	Ms Tania Willard (TWD)
PYR0072H	7 Health and Physical Education	Health and Physical Education - Academic	St Joseph's College Edmund Rice Campus	Mr Ashley Crook (ACR)
PYR0072H	7 Health and Physical Education	Health and Physical Education - Academic	St Joseph's College Edmund Rice Campus	Mr Will Newton (WNN)
YHR0072H	7 Homeroom	Year Level	St Joseph's College Edmund Rice Campus	Mr Will Newton (WNN)
HYR0072H	7 Humanities	Humanities	St Joseph's College Edmund Rice Campus	Mr Sandro Di Santo (SDO)
LIT0072H	7 Languages	Languages Other Than English	St Joseph's College Edmund Rice Campus	Mrs Caterina Giacomazzo (CGO)
MYR0072H	7 Mathematics (General)	Mathematics	St Joseph's College Edmund Rice Campus	Mr Adam Morrissey (AMY)
AMU0072H	7 Music	Arts	St Joseph's College Edmund Rice Campus	Mr Gerry O'Callaghan (GON)
RYR0072H	7 Religion (General)	Religious Education	St Joseph's College Edmund Rice Campus	Mrs Annalee McKew (AMW)
RYR0072H	7 Religion (General)	Religious Education	St Joseph's College Edmund Rice Campus	Mrs Ashlee Tanner (ATR)
SYR0072H	7 Science (General)	Science	St Joseph's College Edmund Rice Campus	Mr Benjamin Parsons (BPS)

## Period Keys:

Day(s) 1, 2, 3, 4, 5, 6, 7, 8, 9, 10

Period Description	Start Time	End Time
Homeroom	08:50:00	09:00:00
Period 1	09:02:00	09:51:00
Period 2	09:53:00	10:42:00
Period 3	11:07:00	11:56:00
Period 4	11:58:00	12:47:00
Lunch 1	12:47:00	13:10:00
Period 5	13:40:00	14:29:00
Period 6	14:31:00	15:20:00
After School	15:20:00	17:00:00

# TIMETABLE QUIZ

1 How many periods are there on a normal day at St Joseph's?

.....

2 How many subjects does this student have over the week?

.....

3 What do you think would happen in the first session of the day called 'homeroom'?

.....

4 What is the homeroom teacher's name for this student?

.....

5 Which teacher takes this homeroom group for the most subjects?

.....

6 On which day is PE scheduled?

.....

7 Where is Music scheduled for this homeroom group?

.....

8 Which day do you think would be your favourite?

.....

9 What is the teacher's name who takes Maths?

.....

10 How long do you get for lunch?

.....

# SCHOOL RULES

## WHY DO WE HAVE THEM?

Every school will have some rules for the classroom 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. So, it's not only important to know what the rules are, but also what will happen if you don't follow them. Sometimes students receive 'points' for breaking rules and in some cases other procedures will be followed. Points are part of the discipline system at St Joseph's and they help students accept when they have done the wrong thing.

*Write down as many school rules as you know:*

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*Why do you think it is fair that if a student has been given a warning for the same behaviour more than once that a consequence is given?*

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## HANDS OFF

St Joseph's has a 'hands off' policy. This means no wrestling, pushing, grabbing each other or tackling games. It also means respecting each other's personal space.

*Why do you think SJC has a 'hands off' policy?*

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# SCHOOL RULES

## POSITIVE REWARDS

St Joseph's also has a credit system where students can earn credit points towards a canteen voucher for demonstrating positive behaviours.

***Can you think of three behaviours for which a student might receive a credit point?***

.....

.....

.....

***Sometimes a student will not be given 'points' for breaking a rule, especially if they are honest in explaining what has happened.***

## WHAT SHOULD YOU DO IN THESE SITUATIONS?

**1.** You have not done your homework because you didn't write the instructions down properly.....

.....

.....

**2.** A teacher corrects you for talking in class but you were just answering your classmate's question.....

.....

.....

**3.** You have forgotten a textbook you need for that lesson.....

.....

.....

**4.** The teacher sees you chewing gum during the lesson and isn't happy....

.....

.....

**5.** You are 10 minutes late for class as you went to the wrong room

.....

.....

# RESPECTFUL RELATIONSHIPS & RESTORATIVE PRACTICES

*Jesus taught the golden rule.....*

*'Treat others the way you would like to be treated.'*

It's a rather simple piece of advice and a good one to remember when there are many students sharing one place. Accepting the differences of others is an important value of St Joseph's College. Everyone is important, no matter how they look, their background, tastes in music, sport and culture. Being different is something to celebrate.

***At St Joseph's College diversity rules!***

## **REFLECTIVE QUESTIONS:**

***How do you like to be treated?***

.....

.....

***How do you feel when you have been treated unfairly or unkindly?***

.....

.....

At secondary school we use a Restorative Meeting to resolve issues of conflict or hurt. This means that we gather those who have been affected by the behaviour of individuals and talk about what has happened and how together, the conflict can be solved. This approach is a just and fair way of dealing with situations.

In these meetings the following questions help everyone to focus on the event and talk about what needs to happen so that everyone's relationship with others is healthy again.

*What happened?*

*What were you thinking about at the time?*

*Who has been affected?*

*What have you thought about since?*

*What needs to happen to make things right again?*

## **LEAVE YOUR PROBLEMS BEHIND YOU!**

Sometimes one of the things that students do is bring their old problems to secondary school. This means that other students continue to treat those who they had some conflict with in primary school, in a negative way. It is important that each student considers what this means and allows everyone the chance to make new friends and build confidence in their new environment. Make a good start to secondary school by being respectful of diversity.

*Take a moment to think about this advice..... Is there a 'problem' that you should resolve in a positive way before you leave primary school? What can you do to make sure that in secondary school every person gets a positive start?*

***Remember a new school is a new start for everyone!***

# MEETING NEW PEOPLE

*How many people are in your Year 6 class?*

*How many years have you known them?*

*How many adults are there in the room?*

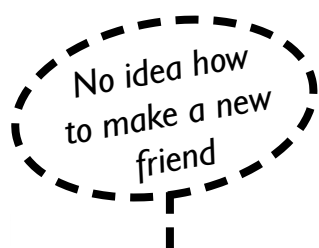
Most children in your class will feel comfortable and happy because they know everyone very well and feel like they belong. Just having one teacher can make you feel safe too. Going to secondary school can be different because you won't know everyone and it may take a bit of time to feel like you 'belong'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

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.

Everyone has strengths and weaknesses. Some students find it really easy to get to the top level on a computer game whilst others never get past Level 1. Some students 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 students 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.

## WHERE DO YOU THINK YOU ARE ON THE FRIENDSHIP SCALE?



1      2      3      4      5      6      7      8      9      10



# HINTS AND TIPS

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 theirs
- 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 recess or lunch.

**AND FINALLY.....**

## HINTS TO GET READY FOR SECONDARY SCHOOL

- visit St Joseph's over the summer with your parents. Walk around and familiarise yourself with the rooms
- talk about how you will get to school, what time you will get up in the morning and practise packing that bag!
- If you will be catching the bus, do a practice run with your parents or an older sibling.
- can you come to school with someone you know? Ring them and find out what they are doing to get ready
- collect your uniform and books, and label everything! Organise your equipment into subject folders (this info is on the booklist)
- talk about issues related to secondary school. Plan for things that might go wrong. What will you do if..?
- catch up with someone you know starting at St Joseph's and chat with them
- check out the website and learn about your new school
- put on a happy face....relax ....there's plenty of people to help you settle into your new place.

## WELCOME TO ST JOSEPH'S WORD FIND

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

APHRASIA  
BROPHY  
BUTLER  
CARPENTER  
COMPASSION  
DRAMA  
EXCITING  
EXPERIENCE  
FOLEY  
HOMEROOM  
INNOVATION  
INTEGRITY  
JORDAN  
JOSEPH  
LIBRARY  
MUSIC  
NEWTOWN  
SECONDARY  
SPORT  
TECHNOLOGY  
TRANSITION  
WELCOME