



Transition Booklet

for New Parents, Guardians and Carers

2022/23

With a curriculum designed to help our students become happy, successful, self-reliant and creative members of the society which their generation will build, Hewens College is the place where the future begins.



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Welcome

Moving from primary to secondary school is an exciting and significant event for your child. It is an important milestone marking a change in expectations regarding crucial life skills such as independence and personal organisation.

When a child starts at Hewens College, we will help him or her to cope with a whole variety of new experiences and changes, some of which will demand skills and abilities that he or she may not have used before. We hope this booklet provides you with all the information you will need and addresses any concerns that you may have about your child embarking at secondary school.

Where education transforms lives is our college motto. We pride ourselves on supporting every individual to achieve their very best and be happy, successful and confident learners.



Key Staff

Mr Denis—Principal

Mr Reeves—Vice Principal

Mr Ekert—Director of English and Languages

Mr Sheehan—Director of Humanities and Arts

Dr Kumari—Director of Maths and Science

Mrs De Burca Wyle—Director of Technology and PE

Mr Scannell—Associate Director of English and Languages

Mr Bushill—Associate Director of Humanities and Arts

Mr Oosthuizen—Associate Director of Maths and Science

Mr Partridge—Associate Director of Technology and PE

Mrs Jorsling-Thomas— Lead Safeguarding Officer

Mr Lawrence—SENDCO

Mrs Sharon Stevens—Receptionist

Mrs Samrita Chana—Administrative Officer

Year 7 Form Tutors

7EL— Ms Mullings

7HA— Ms Sidhu

7MS— Ms Miradi

7TP—Mr Fowodu

7AC—Ms Dalla

TERM DATES 2022/23



Terms and Holidays 2022-23

AUTUMN TERM 2022

Staff Training: (Half day)	Thursday 1st September 2022 [Training – morning only] [Academic Tutoring – Key Stage 3 and Post 16* - afternoon and early evening]
Staff Training: (Half day)	Friday 2nd September 2022 [Training – morning only] [Academic Tutoring – Key Stage 4* - afternoon and early evening]
Key Stage Induction:	Monday 5th September 2022 [Induction – Years 7, 10 and 12 only]
Term Begins:	Tuesday 6th September 2022 (All year groups)
Half Term:	Monday 24th to Friday 28th October 2022
Term Ends:	Friday 16th December 2022 (Early staggered closure)

SPRING TERM 2023

Staff Training: (Half day)	Tuesday 3rd January 2023 [Training – morning only] [Academic Tutoring – Key Stage 3 and Post 16* - afternoon and early evening]
Staff Training: (Half day)	Wednesday 4th January 2023 [Training – morning only] [Academic Tutoring – Key Stage 4* - afternoon and early evening]
Term Begins:	Thursday 5th January 2023
Half Term:	Monday 13th to Friday 17th February 2023
Term Ends:	Friday 31st March 2023 (Early staggered closure)

SUMMER TERM 2023

Staff Training: (Half day)	Monday 17th April 2023 [Training – morning only] [Academic Tutoring – Key Stage 3 and Post 16* - afternoon and early evening]
Staff Training: (Half day)	Tuesday 18th April 2023 [Training – morning only] [Academic Tutoring – Key Stage 4* - afternoon and early evening]
Term Begins:	Wednesday 19th April 2023
Bank Holiday:	Monday 1st May 2023 (May Day)
Half Term:	Monday 29th May to Friday 2nd June 2023
Term Ends:	Wednesday 19th July 2023 (Early staggered closure)
Staff Training:	Thursday 20th July 2023
Staff Training:	Friday 21st July 2023

College Day

Start of the day	08:45
Registration and tutor time	08:45—09:00
Period 1	09:00—10:00
Period 2	10:00—10:45
Break	10:45—11:00
Period 3	11:00 – 12:00
Period 4	12:00 – 12:45
Lunch	12:45—13:30
Period 5	13:30—14:30
Period 6	14:30—15:30
Registration and tutor time	15:30—15:45

* Timings of the day are subject to change. Parents, guardians and carers will be informed of the college day timings in September.

Differences between Primary and Secondary School— How can you help?

Listed below are some of the main differences that your child may face when starting Secondary School:

- ♦ **Travel time**—you may find that they have to travel further in order to get to college on time, i.e. by 8:45am. Ensure that you and your child have planned the journey and timed how long it will take. This will avoid any anxieties about arriving late at college.
- ♦ **Teachers**—instead of one teacher, they will have subject specific teachers. Ensure you understand which teacher teaches what subject to ensure you can support your child.
- ♦ **Independence**—your child will need to be organised to ensure that they cope with the demands of college.
- ♦ **Timetable**—this will be varied. You can help by planning their day the night before to ensure they are fully prepared for learning.
- ♦ **Homework**—regular homework will be set. Ensure your child has a dedicated quiet work space to help support this, ask them questions about the work to check their understanding.

If you have any concerns about your child's homework, do not hesitate to contact the college.



Attendance

Did you know?

90% attendance = **½ day missed every week!**

Would your boss like you to be off work this much? That's practically part time!

1 school year at **90%** attendance =

4 whole weeks of lessons **missed!!!**

90% attendance over 5 years of secondary school =

½ a school **year missed!**

Research suggests that **17 missed school days** a year =

GCSE grade **DROP** in achievement. (DfE)

The greater the attendance the greater the achievement

- * Students **must** arrive at college by 8:45am
- * Late students should sign in at Reception before going to their lessons
- * Any lateness will result in a daily detention
- * Two or more occasions in a week will lead to a 1 hour SLT detention after college.
- * If students are unable to attend college for any reason then parents, guardians or careers need to telephone the college reception on **020 8573 1039 Ext: 0** on the first day of absence **by 8:30am.**
- * Each absence needs to be covered by a letter from home even if a telephone call has been made.
- * Medical and dental appointments should be made outside of the college day unless it is an emergency.
- * Students must sign in and out at Reception.
- * In order to keep students safe, everyone is required to be on college grounds, within the acceptable areas, throughout both break times.

Communication

We welcome all forms of communication from parents, guardians and carers. The main point of contact is the child's planner which they will need in College every day. We ask that you sign this every week and comment if you have any concerns or questions.

Alternatively, you may contact us by

Phone — **020 8573 1039 Ext: 0**

Email—**hewenscollege@trhat.org**

Or by letter—**Hewens Road, Hayes, UB4 8JP**

In the first instance, you should contact the child's Form Tutor or subject teacher directly. If you have other concerns, please contact their Director.

You will also receive three reports during the college year which will include details on how well your child is doing in college.

We hold three Academic Review afternoons, as well as other events during the academic year.



Essential Equipment

All students are expected to arrive to college ready for the day ahead. This includes all items of equipment listed in the students' planner.

It is essential that students get into the habit of packing their school bag the night before to ensure they have all of the correct equipment, including completed homework.

Valuables

We strongly advise that no valuable items are brought into college.

Members of staff and the school will take no responsibility for any items lost or stolen within college.

Mobile Phones

Students may bring mobile phones into college so long as they are not seen or heard between 8:45am and the end of the college day (this includes break and lunchtime or any enrichment/after college activity). Any phone that is seen or heard will be confiscated.

Should you need to get hold of your child in an emergency, please contact the college on **020 8573 1039 Ext: 0** and a message will be passed on. Please note, this should only be in exceptional circumstances.



Medical Information

If your child is unwell and is unable to attend college – You should contact the College reception on **020 8573 1039 Ext: 0**

If your child is suffering with a minor illness such as a cold, headache or tummy ache, then you can inform the College via a phone call or a note sent into College with your child. First aid staff will be happy to monitor your child and contact you if necessary.

Prescribed medication - you may send the medication into college accompanied by a parent consent form obtainable from Reception. No student is permitted to carry any medication on their person; this must be handed in to Reception.

If your child should be ill or involved in an accident during the College day: Trained first aid staff will attend and assess your child.

If it is believed that your child is well enough to complete the College day, a record of treatment will be logged and your child will be monitored periodically.

If your child is too ill or has been involved in an accident that requires professional medical care, then parents, guardians and carers will be notified

immediately and asked to collect their child from College.

If your child has injuries that require calling the emergency services, these will be contacted by the College and parents, guardians and carers notified of this immediately.

It is of the utmost importance that all contact numbers/email addresses held by the college are current and up to date.

Extra-curricular activities

At Hewens College, we believe very strongly in the importance of opportunities outside the curriculum. Our extra-curricular programme aims to extend the curriculum beyond the academic and provide our students with experiences that will stay with them for the rest of their lives. Exposure to new learning experiences develops them physically, socially and emotionally, and lets them discover talents they didn't know they had.

Each subject area will deliver a club throughout the year which, not only provides an opportunity to try something new, but also deepens the learning that has taken place throughout the curriculum. This spiral learning allows students to make more connections in their knowledge and leads to greater success in college.

The various clubs are also a pathway to representing the College in a variety of ways. Students regularly play against other schools in Hillingdon and London in Football, Rugby, Cricket, Basketball, Athletics and Rounders. As a result of our partnership with Middlesex County Cricket Club, we were named Middlesex Chance to Shine School of the Year in 2019. Our Performing Arts clubs provide the foundation for our various performances, culminating in our end of year show.

Mental health and well being

Did you know?

“More than nine in 10 Generation Z adults (ages 15-21) said they have experienced at least one physical or emotional symptom because of stress, such as feeling depressed or sad or lacking interest, motivation or energy,” according to research published by the American Psychological Association.

Talk to someone:

If you are ever concerned about your mental health, speak to your Form Tutor, Director of Alliance or any teacher that you may feel comfortable to speak to.

SAMARITANS: 116 123 OR WWW.SAMARITANS.ORG

CHILDLINE : 0800 1111 OR WWW.CHILDLINE.ORG.UK

NHS HELPLINE: 0800 008 6516

5 Tips to help:

- 1) Get some sleep. Getting enough sleep helps you grow and develop normally. For teens, this means about 8-10 hours each night
- 2) Focus on your strengths. Take some time to think about what you're good at and ways to do more of those things
- 3) Do things that make you happy. Find activities or hobbies that make you happy and incorporate them into your daily life.
- 4) Engage in physical activity. Exercise takes our mind off stress and releases chemicals in our brain that make us feel better.
- 5) Talk to someone. It can be hard to manage stress alone. Talk to a parent, teacher or other trusted adult about your problems and they may be able to help you find new ways to manage your stress.



Hewens College



Keeping You Safe

You can speak to **any adults** at college about **anything** that is worrying you. However, there are four adults who have the **special job** of keeping you safe:



Mr Denis



Dr Kumari



Mr Reeves



Mr Sheehan



Mrs Jorsling-Thomas

EVERYBODY, EVERYDAY

If you're concerned speak to a Designated Safeguarding Lead straight away



Useful Telephone Numbers: 01885 271 559

Emergency Services: 999

Non-Emergency Services: 101



WHAT TRUSTED ADULTS NEED TO KNOW ABOUT: SOCIAL MEDIA & MENTAL HEALTH

Social Media is often scrutinised as having a negative impact on children's mental health. Children and young people are now growing up in a technology dominated world, and social media plays a major role in their social lives. This balanced guide focuses on both the positive and negative impacts that social media can bring to young people and their mental health.

POSITIVE IMPACTS

EASY ACCESS TO SUPPORT AND HELP

Due to delays in young people getting help for their mental health, such as experiencing low mood, or suffering from anxiety, they may sometimes reach out to access support from others online. Sharing problems or issues with friends, peers and broader social networks can be met with positive reaction, with nearly 7 in 10 teens reporting to receive support on social media during tough or challenging times. Where there are moderated communities which offer support and guidance, children can be provided with a great source of support.

SUSTAINING FRIENDSHIPS AND MAKING CONNECTIONS

There is evidence to suggest that strong adolescent friendships can be enhanced by social media interaction, allowing children to create stronger bonds with people they already know. Online relationships can actually make children more relationship-oriented, thoughtful, and empathic. By sharing comments on pictures, videos and posts, it can create long-term friendships as they can continually keep in touch, even with a distance between them.

A SENSE OF BELONGING

Support can be found in various places online; sometimes this is known as "finding your tribe". Online platforms and groups can provide a wonderful sense of belonging for children. They can find peers with similar interests and circumstances which can sometimes be difficult to find in real-life. As a result, this can create stronger connections and help to build confidence.

NEGATIVE IMPACTS

SELF-ESTEEM & BODY IMAGE

There are 10 million new photographs uploaded to Facebook alone every hour, providing an almost endless potential for young people to be drawn into appearance-based comparisons whilst online. No one is the same as how they portray themselves online as we tend to only show the best part of ourselves. The pressure to fit-in and conform is huge, which can become a driving force for children to replicate what they see from friends, celebrities and sponsored adverts. This pressure may contribute to anxiety, low mood and a feeling of inadequacy. As a result, it can lead to a feeling of low satisfaction with their own lives.

HARMFUL ADVICE

The online world provides the opportunity for anybody to upload and share photoshopped pictures, edited videos, fake news and even unvetted advice. Children may stumble upon this, which could potentially encourage them make wrong decisions and not get the help that they need. It's important that you teach your child to differentiate between what is true and useful information and what is fake.

ADDICTION AND COMPULSIVE CHECKING

Social media addiction is thought to affect around 5% of teenagers. The Office for National Statistics found that children who spend more than 3 hours a day on social media are more than twice as likely to support poor mental health. Furthermore, compulsive checking due to 'Fear Of Missing Out' has been linked to poor and disturbed sleep, as well as difficulty to relax during evenings. One in five young people say they wake up during the night to check messages on social media, leading them to be three times as more likely to feel constantly tired at school than their classmates who don't use social media during the night.

CYBERBULLYING

One recent large-scale UK study showed that cyberbullying is one of the biggest challenges for young people. Other studies suggest that cyberbullying has a bigger effect on wellbeing and mental health than other types of bullying. 7 in 10 young people have experienced cyberbullying, with 37% of young people saying they experience cyberbullying on a high-frequency basis. Young people are twice as likely to be bullied on Facebook than on any other social network.



- Hub of Hope - <https://hubofhope.co.uk/>
- MindShift
- Smiling Mind

- Childline, 0800 1111 or visit their website
- Bullying UK, 0800 800222
- Young Minds Parents line, 0800 802 5344