

# Welcome to MCS



**Monmouth** | Ysgol Gyfun  
Comprehensive School | **Trefynwy**

# Transition Process

**March – May**

MCS meetings with Year 6 teachers

**May 21<sup>st</sup>**

Form groups information email

**June 10<sup>th</sup> – 12<sup>th</sup>**

New Entrants' Evening



**July 1<sup>st</sup> – 2<sup>nd</sup>**

Taster Days – **7RBN, 7AWL, 7CSM, 7CEV, 7JSM**

**July 3<sup>rd</sup> – 4<sup>th</sup>**

Taster Days – **7KRS, 7RDV, 7WOL, 7APR**

**September 3<sup>rd</sup>**

Induction Day for Year 7

**October 10<sup>th</sup>**

Tutor-Parent 'first steps' Meetings



**Monmouth** | Ysgol Gyfun  
Comprehensive School | **Trefynwy**

## Transition 2024 Pontio 2024

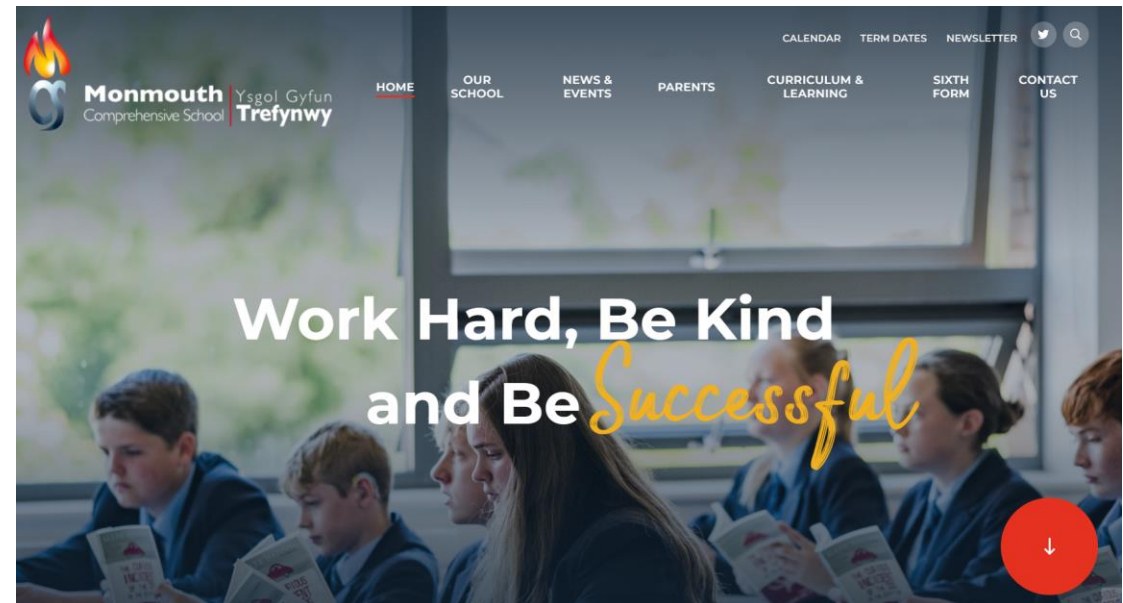
An introduction to Monmouth Comprehensive School for new students and their families.

Cyflwyniad i Ysgol Gyfun Trefynwy i fyfyrwyr newydd a'u teuluoedd.

# Transition Information

The MCS Transition Handbook, which your child will have with them, contains useful information. Please read through it.

Our website contains a summary of information regarding Taster Days. Look under Curriculum & Learning – Year 6 Transition to MCS.



Dear Parent of XXXXX XXXXX 7AAA

New Entrants' Evening Wednesday 12th June 5.00pm – 6.00pm  
Year 6 Taster Days Wednesday 3<sup>rd</sup> & Thursday 4<sup>th</sup> July  
Induction Day Tuesday 3<sup>rd</sup> September

We write to invite all of our new September 2024 Year 7 entrants to visit us prior to starting. This stage of our transition programme provides students with an experience of our school before they join us, and also a chance to minimise any anxieties surrounding the move to secondary school.

#### New Entrants' Evening

Parents, carers and students are invited to attend on **Wednesday 12th June** for our New Entrants' Evening. You will have the opportunity to find out more about our school, including a preview of the Taster Days in July. The evening will start at 5.00pm in the main atrium of the school, where you will hear from our Headteacher Mr Hutchison and from our Head of Year 7, Mr Griffiths. Students will also get an opportunity to meet their new form group as well as a number of key staff who lead transition and wellbeing at our school.

Parents and carers will have a brief tour the school and opportunities to ask questions about anything regarding the transition process and the start of the new school year in September.

Our new school uniform supplies, [Monkhouse](#), will also be in attendance during the evening. They will be available from 4.30pm – 5.00pm and again at 6.00pm – 6.30pm to provide guidance on our uniform and provide a useful sizing service.

#### Taster Days

All students will join their new Form and follow a timetable of lessons for their Taster Days. It is important that they bring with them certain required items:

1. Dinner money (£4.00 to cover both days) or bring own packed lunch. Please let us know of any Free School Meals eligibility so that arrangements can be made.

##### MENU

Wednesday *Roast pork / Vegetable pastry roll, potatoes and vegetables*

Thursday *Chicken / Vegetable Tikka and rice*

Daily alternative *Selected sandwich/baguette*

*Cake of the day/fresh fruit/jelly pot*

*Please let us know if your child has any dietary requirements.*

2. A blue or black pen and a pencil (a full equipment list for September is available [here](#)).
3. A bottle of water.
4. A suitable bag in which to carry the above items.

Some notes on arrival and departure on Taster Days in July:

##### Arrival

- Please be aware that you will need to make your own travel arrangements for the Taster Days; **school buses will not be available for Year 6 students.**
- Your child should arrive at school by 8.45 am and will then be guided to the School Hall by staff.
- If your child is walking to school they will enter the school via the front school entrance off the Old Dixon Road. Please **do not drive to the front of the school** to drop students off.
- Students arriving by car can be dropped off via our bus bay, which can be accessed via the Dixon Road. Please be aware that our bus bay operates a one-way system, and that students can be dropped off to the kerb. It is not possible for parents to park in the bus bay in order to walk their child in.
- There will be staff on duty wearing high-vis tabards who are available to assist.

##### Departure

- School will end at 3.15pm for Year 6 students who will walk home. They will exit from the front of school.
- Any students who will be picked up by car will wait in the School Hall until 3.20pm. They will then be escorted to the bus bay to access their transportation home. There will be **no access to the school bus bay before 3.20pm** due to the significant number of buses that will be on site to pick up our students.
- There will be staff on duty wearing high-vis tabards who are available to assist.

##### Uniform

Students should come to school in their primary school uniform so they can be easily identified. On the day when they have their PE Taster lesson (**Wednesday 3rd July**), they can wear their usual primary school PE kit. There is no need for students to change back into uniform on that day.

##### Induction Day

The first day for Year 7 students in the new academic year is **Tuesday 3<sup>rd</sup> September**. This is an Induction Day before other year groups return, so that new students get the opportunity to familiarise themselves with their new school. Home to school transport will be available from this day onwards.

##### Admission: Data Collection and Consent Form

Please click on this [link](#), where you will be asked to provide information, including medical details etc., with regards to your child commencing secondary school in September. This information will provide the necessary information that we have to submit to the LA and Welsh Government. The consent booklet relating to this document is available on our school website, via this [link](#).

We look forward to seeing you all at New Entrants' Evening and to your child joining us for Taster Days on **Wednesday 3<sup>rd</sup> and Thursday 4<sup>th</sup> July**. We are looking forward to welcoming your child to our aspirational and inclusive school community.

# Transition Information

The email you received on **21<sup>st</sup> May** contains information on our MCS Taster Days, such as:

- the dates
- uniform & PE day
- arrival & departure arrangements

It also provides the link to our **Admission Data Form** that we need everyone to complete.

# MCS Taster Days - July

Form Group	Taster Dates	PE Day
7APR	Wed 3 <sup>rd</sup> & Thu 4 <sup>th</sup> July	Thu 4 <sup>th</sup>
7AWL	Mon 1 <sup>st</sup> & Tue 2 <sup>nd</sup> July	Mon 1 <sup>st</sup>
7CEV	Mon 1 <sup>st</sup> & Tue 2 <sup>nd</sup> July	Tue 2 <sup>nd</sup>
7CSM	Mon 1 <sup>st</sup> & Tue 2 <sup>nd</sup> July	Mon 1 <sup>st</sup>
7JSM	Mon 1 <sup>st</sup> & Tue 2 <sup>nd</sup> July	Mon 1 <sup>st</sup>
7KRS	Wed 3 <sup>rd</sup> & Thu 4 <sup>th</sup> July	Wed 3 <sup>rd</sup>
7RBN	Mon 1 <sup>st</sup> & Tue 2 <sup>nd</sup> July	Tue 2 <sup>nd</sup>
7RDV	Wed 3 <sup>rd</sup> & Thu 4 <sup>th</sup> July	Wed 3 <sup>rd</sup>
7WOL	Wed 3 <sup>rd</sup> & Thu 4 <sup>th</sup> July	Thu 4 <sup>th</sup>

During the Taster Days, students should wear their normal primary school uniform on the non-PE day and their primary school PE uniform on the PE day.

# MCS Taster Days - July

When students arrive, they will be guided to our main school hall for a brief assembly welcome, before setting off through the school under the guide of their form tutor.

Over the two days at MCS with their form group, they will have lessons in **English, Maths, Science, Welsh, Languages, Humanities, Expressive Arts** and **PE**.

As well as going to these lessons, students will sit an online, computer based assessment. This will be the GL Assessment CAT4. The tasks in this involve thinking about shapes and patterns, words, numbers and visual images. There is no need to prepare for these assessment.

These assessments are nothing to worry about. They are not used to set / stream students. They are a 'snapshot' of students' literacy and numeracy that is used, along with the range of information from primary schools, to develop an overall picture of learning strengths and development areas.

# MCS Taster Days – July

## ➤ **Use of the canteen**

Bring £4 on the first day which covers school meals for both days. The menu for each day is on your introductory letter. Students may opt for packed-lunch.

## ➤ **Morning Snack**

On the taster Days at MCS, children will have a morning break. They may wish to bring a snack for this break as there is no canteen service at this time on these days. (During normal school days, the canteen operates a full morning break offer).

## ➤ **Arrival at school: 8.45am**

Students who walk enter the building via the front door at Burgage. Students being dropped off by car need to arrive at the back of the school, Dixton Road entrance.

## ➤ **Departure from school 3.15pm / 3.20pm**

Walking students leave at 3.15pm. Collection by car is available after 3.20pm.

## ➤ **PE days**

On PE day, wear primary school PE kit in to school for the whole day.

# Induction Day – Tuesday 3<sup>rd</sup> September

*This is their first day of school at MCS.*

Previous year groups have commented how much this day supported them. Only Yr7 and Yr12 will be in school for that day - plenty of time and space to get used to the building and the way things work at our secondary school.

## **Activities typically include:**

- Assembly with Mr Hutchison & Mr Rodda
- Spend the entire day with tutors and the form group
- Tour of the school
- Fire drill practise
- Finger scanning - for use of our cashless restaurant
- Free lunch supplied on the day
- Form group time going through routines, expectations and other questions



# Induction Day – Tuesday 3<sup>rd</sup> September



Lockers are available for student use in various sizes around the school. Larger lockers are located on the ground floor with smaller lockers located on floors 1 and 2.

You can select the most appropriate location and size of locker daily by moving your padlock.

Lockers are acquired on a 'first come first served' basis. **Induction day is the ideal occasion to select a locker as the other years groups have not started school.**

A padlock with a **shackle diameter of 6.3mm (1/4 ")** is required to secure a locker



# Curriculum

At MCS we believe that individual subjects matter: that they each provide a significant contribution to a student's development.

Our Year 7 students experience: **Maths, English, Science, Welsh, International Languages, Geography, History, RVE, Computing, DT, Drama, Art, Music, PE and Wellbeing.**

All of these subject areas have been developing their own curriculum response to the new 'Curriculum for Wales' Framework. They have the autonomy to develop the learning pathway and assessment structure that they believe best supports students' progress in that subject.



Dyniaethau  
Humanities



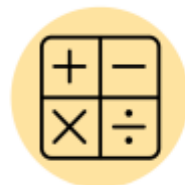
Ieithoedd  
Languages



Saesneg  
English



Dylunio a Thechnoleg  
Design & Technology



Mathemateg  
Mathematics



Celfyddydau Perfformio  
Performing Arts



Addysg Gorfforol  
Physical Education



Gwyddoniaeth  
Science



Busnes a Menter  
Business & Enterprise

# Progress information

Everyday **classroom assessment** of students' knowledge and understanding is key in the new curriculum approach. It allows teachers to plan experiences that best support students' progress.

**Feedback to students** is provided in a variety of ways: written, verbally, peer and self-assessment etc. The nature and timing of this feedback is determined by the needs of each subject and topic.

**Parental involvement** is integral to children's successful progression and enjoyment of school life. Through Year 7 there are three major contact points planned with parents:

- ✓ Term 1 Parent-Tutor 'first steps' meeting
- ✓ Term 2 Parent-Subject teachers Evening
- ✓ Term 3 Written Annual Summary Report

## Home School Agreement

We commit to forging an effective partnership between school and home that will benefit all students, with each of us clearly understanding what is expected. The acceptance of this agreement is undertaken by being a student, parent/carer or member of staff at MCS. A copy of this agreement is available to all participants.

### As staff of Monmouth Comprehensive School, we will:

- Provide a curriculum that meets the needs of all students, enabling them to develop their knowledge and skills to their maximum potential.
- Promote high standards of work and behaviour and build on students' natural curiosity, initiative and talents.
- Promote and support the importance of wellbeing for all.
- Be consistent in our application of school expectations and policies.
- Set appropriate homework with clear guidance and a realistic timescale for completion.
- Care for the safety and wellbeing of all students.
- Listen to concerns and complaints and respond to them appropriately.
- Keep students and parents informed about school life and individual student progress.
- Have high expectations of ourselves and students, acting as appropriate role models, treating students and each other with fairness, courtesy and consideration on the principle of Work Hard, Be Kind.

### As a parent or carer, I will:

- Ensure that my child attends school regularly and on time.
- Support my child to be fully equipped and with the correct uniform.
- Notify the school immediately of unavoidable absence.
- Let the school know of any problems or concerns that might affect my child at school.
- Take an active and supportive interest in my child's learning and progress, including homework.
- Attend parents' evenings and any other specially arranged meetings to discuss my child's progress.
- Respond to communications from the School and take an interest in appropriate special events.
  
- Encourage my child to take advantage of opportunities offered, both educational and extra-curricular.
- Support the policies and authority of the School and actively encourage my child to do the same.

### As a student at Monmouth Comprehensive School, I will:

- Attend regularly and on time, bringing all the books, equipment and kit I need.
- Follow all school expectations and policies, including instructions from staff without delay.
- Be positive, polite and kind to others.
- Behave with common sense, consideration and courtesy.
- Wear correct school uniform and be tidy in my appearance.
- Act as an ambassador for the School on and off the site.
- Complete classwork and homework on time and to the best of my ability; seeking help if I need it.
- Listen attentively, work hard and respect the learning needs of others.
- Take advantage of opportunities offered, both educational and extra-curricular.
- Report any form of verbal or physical bullying.
- Take care of school buildings and equipment, helping to keep the environment attractive and free of litter. Respect the property of others.
- Conduct myself according to the School Values and the principle of Work Hard, Be Kind.

# Home-School Agreement

We commit to forging an effective partnership between school and home that will benefit all students, with each of us clearly understanding what is expected.

When students join us in September, we will provide a paper copy of this document for signature by students and parents.

This document can be viewed and downloaded from the school website.

Find it under 'Our School' – 'Policies and Documents'

# School Attendance

## Term-time absence

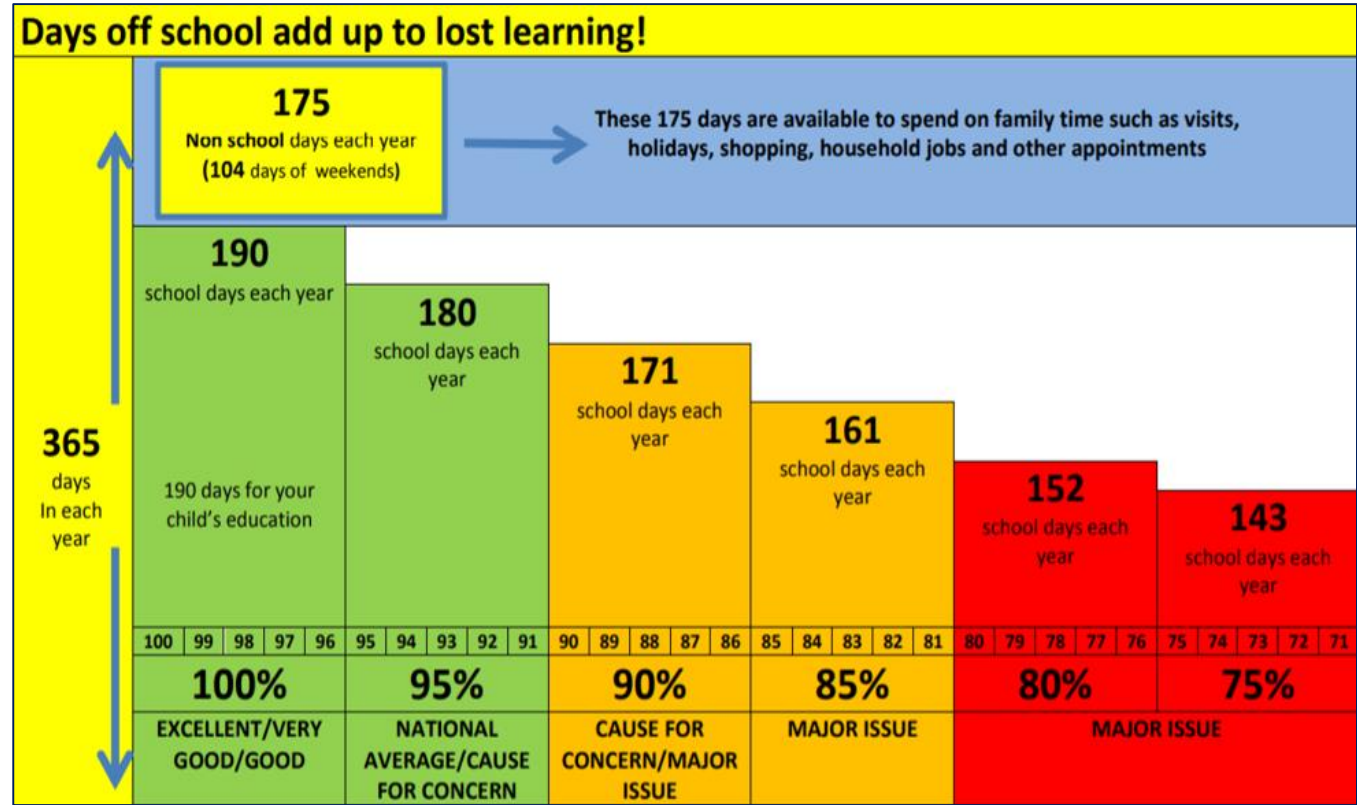
Always consult the school before planning any term time absence.

Taking a holiday during term time means that children miss important school time. As such, MCS does not authorise term time holidays.

## Lateness to lessons

Students are encouraged to be at their lessons on time for the start.

Imagine being 5min for every lesson. This would amount to attending only 90% of learning time.



*It is important to realise the impact student absence can have on their progression. An attendance rate of 90% is still equivalent to missing one day of school in each fortnightly timetable cycle.*

*90% attendance over Yr7 – Yr11, is the equivalent of missing a half-year of education before GCSEs.*

## FAQ:

What is the uniform?



All students are expected to wear our full MCS school uniform. We aim to look smart at all times.

### **Your will need to wear:**

- Navy blue blazer with a badge.
- Light blue shirt or blouse.
- Mid grey trousers, shorts or pleated skirt.
- School tie (blue stripes)
- Black, navy or grey ankle socks  
Black, or natural tights.
- Black leather or leather-look shoes.

### **Optional:**

- School jumper with a badge.











# FAQ:

What classroom equipment is needed?

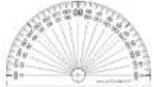







## Compulsory / Essential Items:

Black or blue pens		Green pen	
HB Pencil		Eraser	
Pencil case		Scientific calculator *	
Highlighter		Ruler	

You will also need a **school bag** to carry books

## Recommended Items:

Protractor		Colouring pencils	
Pencil sharpener		Reading book	
Pair of compasses		Solid glue stick	

## FAQ:

### Mobile Phones at School?



### Mobile Phone Rules

- Mobile phones can be brought to school, if needed.
- The phone must be off and in their school bag or locker all day.
- Students are not permitted to use their mobiles phones during school.

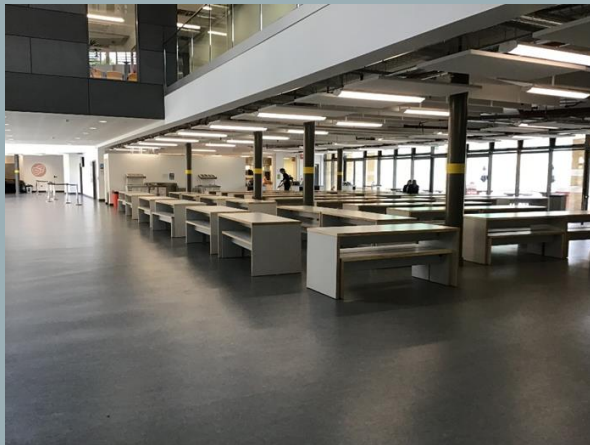
If a teacher sees or hears a phone, then it will be confiscated until the end of the day.

We suggest that younger students do not use social media – and this includes Year 7.



## FAQ:

### School meals



### Food Hall

- The food hall is on the ground floor. Students may sit inside or outside under a covered area.
- We don't use cash – we use the 'ParentPay' system.
- Purchases from the account are made by a quick finger scan at the till.
- There is typically a greater variety of food on offer at MCS than at primary schools.
- Of course, students can opt to bring packed lunch.
- If you think you are entitled to Free School Meals then please access [Monmouthshire County Council website](#) to check your eligibility and complete an online application. If you were eligible this year 23/24, you need to re-apply for 24/25. Applications open on 1<sup>st</sup> July – please do not apply before this date.

## FAQ:

What can you tell me  
about homework?



## Homework

- There is usually more homework in secondary school. Finding a routine and place for completing homework would support students (and parents!)
- Encourage your children to ask teachers if they are unsure about any aspect of homework.
- Homework details will be on *Google Classroom* and you students will also have an MCS Planner to make notes.
- *Google Classroom* is a web-based system that can be accessed from any device.

## Tips from older students:

- Start homework after a short break when you get home. It's easier than doing it later.
- Save TV, phone calls, and other fun things for after homework.
- Try to do homework on the same day it's given, so you remember the task and can do it better.

# QUESTIONS & ANSWERS

Your chance to ask any other questions about  
starting at MCS in September

