



TO ACHIEVE EXCELLENCE

ATTITUDE IS EVERYTHING

YEAR 7
WELCOME
GUIDE





to our team!

I am delighted to welcome you to Horndean Technology College at the start of what will be a thoroughly enjoyable five year journey as part of the HTC family.

Year 7 is always an exciting and challenging time for students (and their families!) as you make the big step up from primary school and we will try to make your transition as smooth as possible. From day one, we will work hard to get to know you, your strengths and needs, your natural worries and your dreams.

The changes you will encounter as you join Year 7 take a bit of getting used to and we are proud of the care and coaching we provide all our students alongside our very clear expectations for good attendance, correct uniform and acceptable behaviour from the start. Understanding our expectations will help you to settle at HTC and begin your learning journey. You will be introduced to our HTC mantra of; 'Ready', 'Respectful', 'Safe' in due course!

In a hungry world that is forever changing and with competition for jobs becoming more ruthless, preparing and educating students for later life, is of paramount importance. If YOUR excellent attitude to learning is combined with our exceptional package of academic study, alongside all the other skills you can gain from the wealth of experiences available here, I have absolutely no doubt that you will fledge the HTC nest in five years time and go on to have a very happy, healthy and fulfilling life.

As we say here at HTC, attitude is everything. Again, a warm welcome to HTC.

Miss N Whiteman
Year 7 Leader





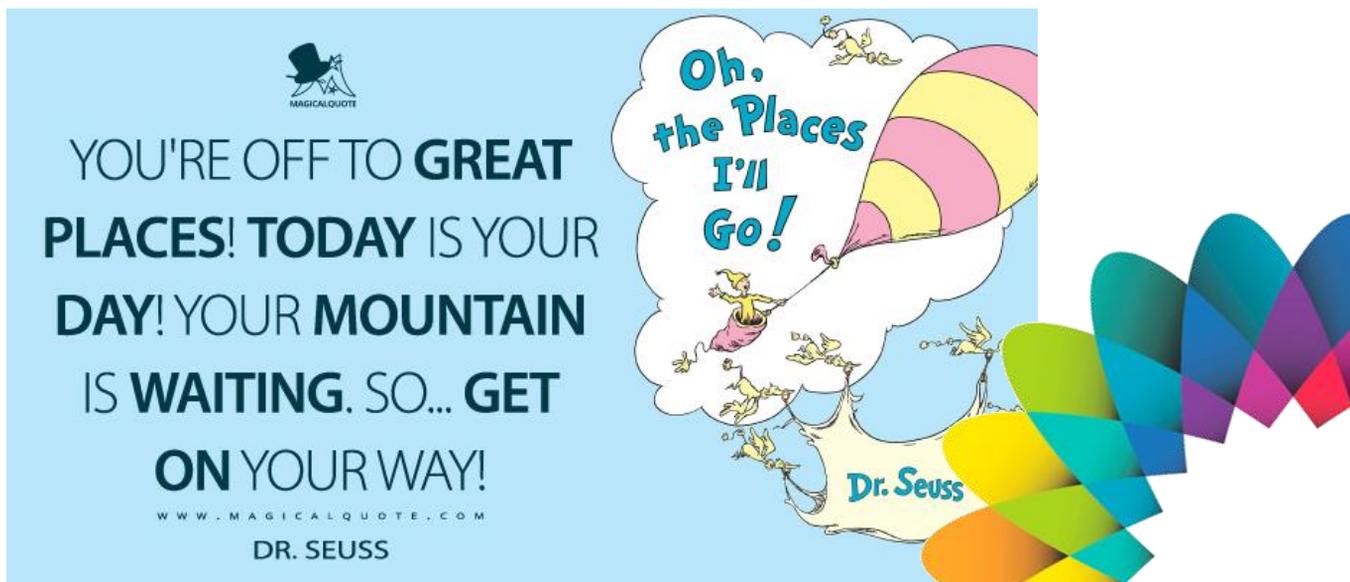
Your first day at HTC....

You should go to Barton Hall at 8.25 a.m. when the warning bell rings. Only Year 7 are in at this time so we can welcome you properly before the rest of the students return.

You will be welcomed to College with a special assembly. And be introduced to several members of staff including the Leadership Team. You will then spend some time with your new Tutor Group getting to know one another and finding your way around the College site.

You will be given:

- Your Timetable – don't lose this!
- A College map – you will be amazed how quickly you learn your way around the site but this will be really helpful to start with so keep it safe!




YOU'RE OFF TO **GREAT PLACES!** TODAY IS YOUR DAY! YOUR MOUNTAIN IS WAITING. SO... GET ON YOUR WAY!
WWW.MAGICALQUOTE.COM
DR. SEUSS

Oh, the Places I'll Go!
Dr. Seuss



The College Timetable

The College operates a 10 day timetable. The lessons for Week One will not be the same as week two.

<i>Week One covers:</i>					<i>Week Two covers:</i>				
<i>Day</i>	<i>Day</i>	<i>Day</i>	<i>Day</i>	<i>Day</i>	<i>Day</i>	<i>Day</i>	<i>Day</i>	<i>Day</i>	<i>Day</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>

You must be in College by 8.25am every morning. This is when the warning bell rings giving you 5 minutes to get to your first lesson which starts at 8.30am.

On Mondays, Wednesdays and Thursdays, lessons finish at 3.05pm.

On Tuesdays and Fridays, lessons finish at 2.10pm, however, you can attend one of the Homework Clubs or extra-curricular activities until 3.15pm.

This may sound a bit complicated now but it will all be explained to you when you get your timetable. Don't worry - you will soon get used to where you have to be and when you have to be there and lots of people are available to help you.





Getting Organised

A big part of growing up is learning to organise yourself. This is a really important life skill to learn for the future.

Equipment

Make sure you have the equipment with you each day. Check your timetable the night before to help you with this. Everyday make sure you have put your pencil case back in your back after doing homework so you have this with you at all times.

Make sure you remember your PE kit on the right days and don't forget to take it home again to wash it! Lots of PE kits and coats get forgotten in the Canteen – if this happens to you ask the Canteen staff as they normally hang up any lost property on the coat hooks by the tills.

Homework (DIY)

Homework (we call it DIY at HTC) is a really important part of your learning journey at HTC. All of your DIY tasks will be set on Class Charts (you will be given your login details when you arrive). This means you don't need to worry about forgetting and can see really easily what is due when. Really importantly so can your parents!

If you do not understand a task or are having any issues completing your DIY make sure you speak to you Teacher before it is due so they can help you.

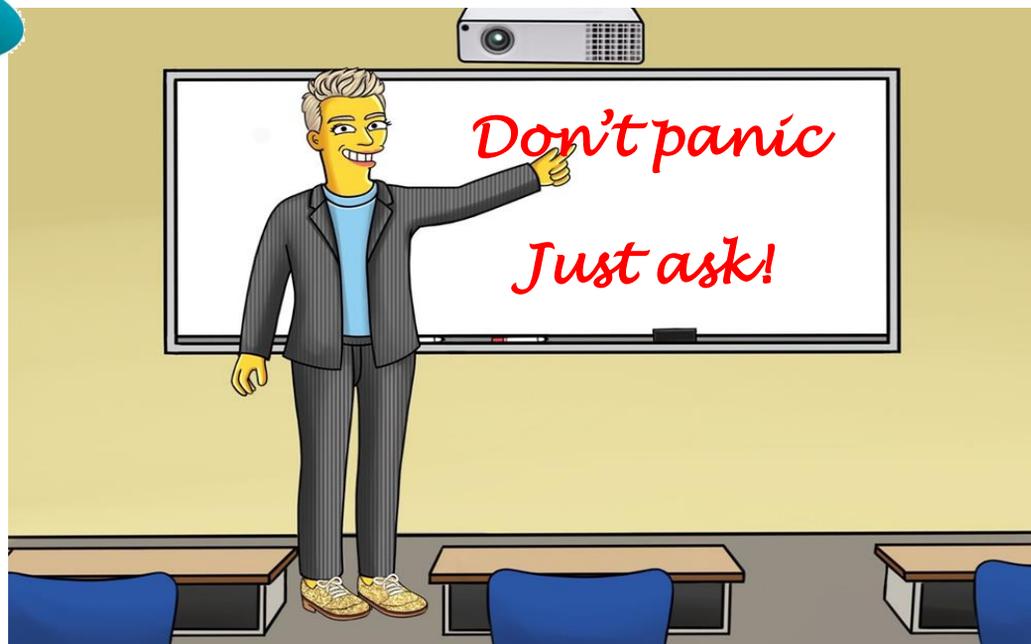
Class Charts

This is where all of your homework will be set. Teachers will also send you announcements (messages) through the app and all of your accolades/House points will be awarded on here too.

Firefly

This is our Virtual Learning Platform (VLE) and there will be lots of learning resources for all of your lessons available on here. Each Department has its own area with support for lessons and DIY. You log in with your normal password and username for the College computers.





What do I do if...

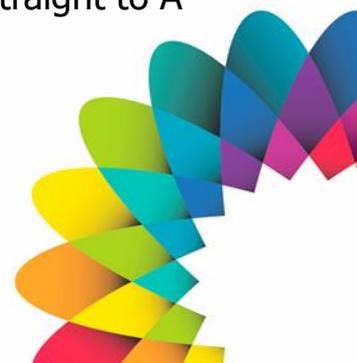
I get lost: This happens to everyone to begin with so don't panic! Keep your map in your blazer pocket to help you. At the start of each year we ask all of the Teachers to come out of their classrooms between lessons to help you find your way so just ask if you are lost. If you are still stuck, head towards the middle of the College site and you will find A Block and Student Support Services and they will help you.

I forgot my homework: Let your Teacher know before the lesson if you can. If someone is likely to be at home you can also ask A Block to call home and see if anyone could drop it off for you.

I forgot my lunch : Don't panic you won't go hungry! If you usually have College dinners then Finance can lend you money if your account has run out. If you bring a packed lunch and forgot this, let A Block know as soon as you realise and they can phone home for you.

I feel ill: If you are in a lesson let your Teacher know and they will send you to A Block. If it is break or lunch time just head straight to A Block.

I couldn't find my tie: See your Year Leader, Ms Whiteman, before College to get a uniform pass. This is the same for any uniform issues.





I am late to College: If you arrive at College after 8.30am head to A Block (Student Support Services) and ask them to sign you in and let them know why you were late.

Someone is being unkind to me: Make sure you tell somebody, we will absolutely be able to help you but only if you tell us about it. You can tell your Tutor, your Peer Mentor, Ms Whiteman your Year Leader, any staff on Student Support Services or any Teacher you feel comfortable talking to. The most important thing is that you tell someone as we do not want you feel upset or scared coming to College.

I do not understand your work: Let your Teacher know. If you aren't confident in putting up your hand then let them know at the end of the lesson as they will want to help you. There are also homework clubs available to help you after College.

I am finding it hard to make friends: Don't panic you won't be the only one. Let your Tutor know as they may know that another member of your group is feeling the same way and can pair you up. At breaks and lunch times Mrs Skeet runs a friendship club in X23. You also have the Peer Mentors (Year 10 students) linked to your Tutor Group and they can help you with this too. If you are in a class and don't know anyone - again let the Teacher know and they will be able to group you with other students.

I have lost my coat/PE kit: Go back and check your classrooms from earlier in the day as you may have left it under a desk. Also check the Canteen as people often forget their PE kit after lunch! If you can't find it don't worry let A Block (Student Support Services) know as lost property gets handed in there and they will be able to find it for you.

I lost my bus money or don't know how I am getting home: Go to A Block (Student Support Services) and they can phone your parents/carers and also arrange bus money for you if needed.





Ready

Respectful



Safe

