



Ponteland High School



Year 6 Welcome Pack

March 2026

Welcome Pack

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Welcome

On behalf of Ponteland High School, the Year 7 team extend a warm welcome to you and all of our new students. We are thrilled that you are joining our school in September and we look forward to the exciting journey ahead.

Starting a new chapter in a new school can be both exciting and a little overwhelming. To help you settle in, we have a range of resources and events to facilitate the process of transition from primary to secondary school.

Moreover, there's more information and a video on our website in the transition section: [Y6 Transition Information - Ponteland High School, Northumberland](#)



Ponteland
High School

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SEND

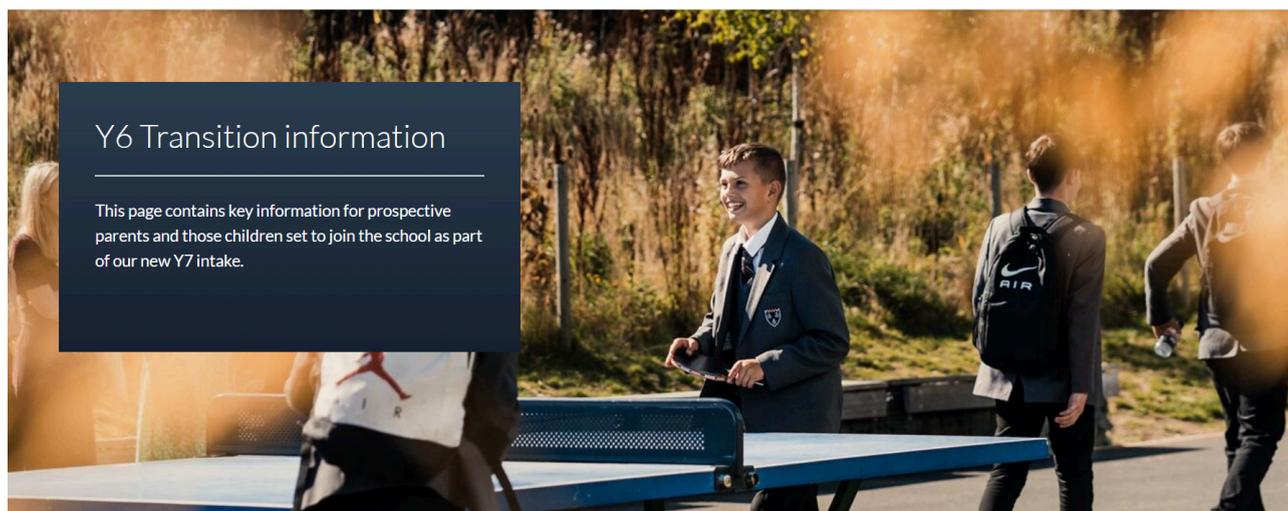
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Contact

01661824711



You can also find our 'Curriculum Overviews' so you can see what Year 7 will be learning and how to support their learning at home: [Y7 Curriculum Overviews - Ponteland High School, Northumberland](#)

This booklet has lots of helpful information for you. However, if you have any further questions, please don't hesitate to contact us.

Meet the Year 7 Team



Mrs S Routledge

Assistant Headteacher: KS2-3 Transition
Senior Leadership Link for Year 7



Mrs E Lee

Year 7 Pastoral Leader



Mrs S Huntley & Mrs R Young

Year 7 Pastoral Managers



Mr A Allman

Year 6-7 Pastoral and Transition Support



Mrs J Wright

KS2-3 Practitioner & English Transition Lead



Mrs A Bunce

KS2-3 Practitioner & Maths Transition Lead

Year 6-7 Transition Timeline: Guide for Parents

October 25

Year 6 Prospective Parent Events

An opportunity for year 6 families to visit Ponteland High School during our open morning and evening events.

31 October 25

Closing Date for Applications for School Places

Applications for secondary admissions must be submitted by 31st October to the council website.

1 March 26

Outcome of Application for School Places

Northumberland County Council (NCC) manages admissions on our behalf. Please contact NCC directly if you have queries about admissions. Inform NCC as soon as possible if you do not wish to take the place at Ponteland High School.

April 26

Welcome Letter and Pack

Following the offer of a place, year 6 parents receive a letter from the Headteacher and an information pack with all the dates and details about the transition process.

21 May 26

Tours of Ponteland High School for Year 6 Students

Year 6 families are invited to Ponteland High School for an after-school tour of the building and to meet the Senior Leadership team, the year 7 transition/pastoral team and the SEN team.

3 June 26

Sehgal Uniform Pop-Up Shop at Ponteland High School

Year 6 students and their family can visit Ponteland High School to try on and purchase uniform.

15-19 June 26

Year 6 'The Bee Week'

In the Pele Trust primary schools, year 6 students develop knowledge and understanding of bees that they apply on the transition days and in year 7 lessons in the autumn term.

1 July 26

Year 6 Parents' Information Evening

Year 6 students and parents have the opportunity to listen to a talk by the Headteacher, find out their Year 7 tutor group and meet their new Year 7 tutor.

2 & 3 July 26

Year 6 Transition Days at Ponteland High School

Year 6 students spend two full days at Ponteland High School experiencing lessons, lunch and finding out everything they need to know for September.

2 September 26

Year 7 First Day at Ponteland High School

Year 7 attend school for their first day. They spend the morning with tutors and then start lessons in the afternoon. Only Year 8 and Post-16 students are also present.

September 26

Year 7 Tutor Group Team Building Event at Plessey Woods

Each tutor group has a day filled with team building activities in order to get to know their classmates and tutor.

22 September 26

Year 7 Bee Showcase and Tutor Drop-In Evening

Year 7 parents have the opportunity to see all the work produced as part of the Bee Project in year 6 and year 7. Year 7 tutors are also available if parents have any queries.

November 26

Year 7 Subject Parents' Evening

Year 7 parents have the opportunity to speak to teachers about the progress of their child in their subjects.

Year 6 Transition Days

Here you will find all the practical information about the Y6 transition days that take place in the summer term at Ponteland High School.

Dates and Times: Thursday 2 July and Friday 3 July 2026, 9.00am-3.25pm



Drop off and pick up: Enter through the black gates next to the bus drop-off area (pictured). We respectfully ask that you do not accompany your child or come in via reception as we need your child to experience what it will be like in September. Once in school, we will direct your child to the assembly hall where we will register and direct students into their tutor groups.

Food: Ponteland High School will provide a school lunch free of charge on both days which will be available from the school hall. The menus for both days will be available via your child's primary school in June. You can bring a packed lunch if you'd prefer.

Uniform: We ask you to attend in your current primary school uniform and would prefer your normal school jumper **not** your leavers hooded sweatshirt.

Equipment: Please bring a bag with a water bottle and a pencil case.

Mobile phone: We do allow mobile phones but they must be on 'silent' and kept away in bags or in your pocket.

Medical Needs: If your child needs to have prescription medication administered in school on the transition days, please come into reception, speak to a member of staff and complete the appropriate forms.

Timings of the School Day

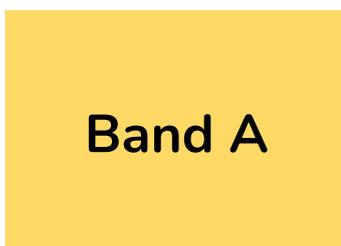
9.00-9.15	Morning Registration/ Assembly with Form Tutor
9.15-10.15	Lesson 1
10.15-11.15	Lesson 2
11.15-11.35	Break
11.35-12.35	Lesson 3
12.35-1.20	Lesson 4
1.20-2.15	Lunch
2.15-2.25	Afternoon Registration with Form Tutor
2.25-3.25	Lesson 5
3.25	End of School

Tutor Groups and Lessons

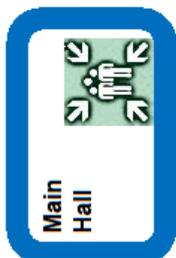
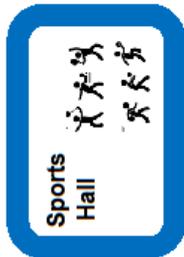
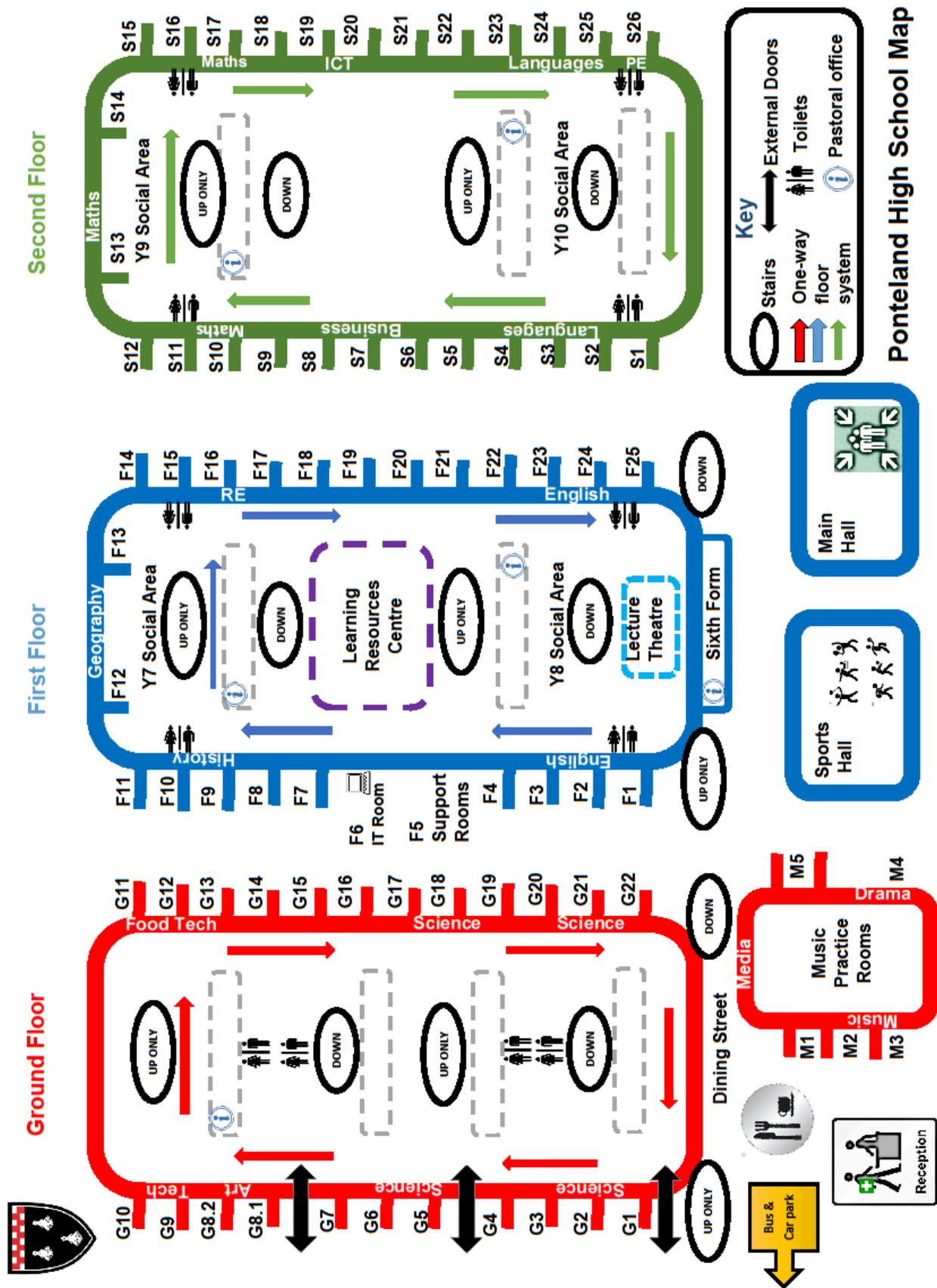
There are 10 tutor groups in Year 7:



Students are **not** taught in tutor groups. They are **completely** mixed into one of three 'bands'. The three bands are balanced in terms of gender and ability:



The School Map



Equipment



A named school bag, large enough to carry an A4 folder



A pencil case

Black and/or blue pen



Pencil

Ruler



Scientific Calculator (Ideally a 'Casio FX-83GTCW Scientific' as these are the one they will use in Maths lessons)

A reading book

Other non-essential equipment that you might want to bring:

glue stick, highlighter, protractor, eraser, pencil sharpener, dictionary, coloured pens



A **planner/ homework diary** will be provided by school on the first day.

Uniform

Our school uniform supplier is Michael Sehgal & Sons Ltd. Uniform orders can be placed at the Kingston Park store or online from March onwards: [Buy School Uniforms for Ponteland High School from Michael Sehgal](#)



Sehgal Uniform Pop-Up Shop at Ponteland High School

You can try on and purchase uniform from our pop-up shop at Ponteland High School on **Wednesday 3 June**. You will be sent a letter with more details in May.

Uniform Recycling

At Ponteland High School we understand the growing challenges that families face in meeting the rising costs of school uniforms. We recognise the financial strain this can impose on parents, and in our commitment to fostering a supportive community, we encourage families to participate in our uniform recycling initiative. For parents seeking assistance with acquiring previously loved uniforms, we encourage you to contact the school directly via this email uniform@ponthigh.org.uk

Pen Portraits

Each year, we request that parents provide us with a Pen Portrait of your child. This is a wonderful way for you to tell us what your child is really like. Once you have put together your Pen Portrait please email it to year7penportraits@ponthigh.org.uk

In essence, we are asking you to tell us about your son/daughter; what are their interests and areas of expertise, what motivates them, what you love about them and anything else you feel it would be good for us to know.

These can be sent in the format of an email, a typed document, a PowerPoint, a piece of poetry, or even film. Please feel free to be creative and adding a photograph or two is really helpful in putting faces to names.

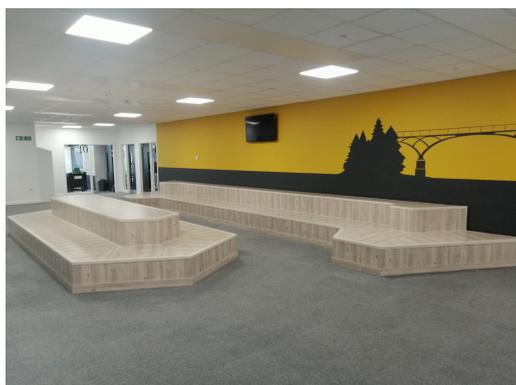
We love receiving them and Mr McElwee reads every one. The Pen Portraits are also shared with the relevant Pastoral Leader/Manager and Form Tutor so that they too get a head start in knowing their new students. It would be great if we could receive these by **mid-July** so that they can be shared with key staff before the summer break; feel free to start sending them whenever you feel able to.



Frequently Asked Questions

What's the biggest difference between primary and secondary school?

Ponteland High School is likely to be considerably larger than your primary school, and you will move between classrooms for different lessons throughout the day. We will expect you to demonstrate greater independence, maturity, and personal responsibility. However, you will be well supported, with many staff and students available to guide you. Year 7 pupils often say that the greatest adjustment is becoming more organised, and that using your school planner effectively is the best way to manage this successfully.



Will I be with people I know from primary school?

We ask your Year 6 teachers to provide the names of two or three students with whom you have worked well in primary school and we will try to group you with these students in a tutor group where possible. Please be aware that these are not intended to be friendship requests, and you should not expect to be placed with your best friends.

Friendship groups often change over time, and starting at Ponteland High School is an important opportunity to meet new people and form new relationships.

There are approximately 25 students in each tutor group, and you will have the chance to meet both your tutor and members of your tutor group before the summer holidays. Tutor time is a short part of the day, and you will be taught in different groupings for your lessons, meaning you will work alongside a wide range of students.

By the end of Year 7, most students find that their circle of friends has grown considerably. During break and lunchtime, you will be able to socialise freely with friends in the designated social areas.

What will the lessons be like?

On your first day in September, you will receive your timetable and details of your classes. You will study approximately ten subjects, and in most cases you will be taught by a subject specialist for each one.

Lessons take place in a range of classrooms across the school, so you will move between different areas throughout the day. This gives you the opportunity to experience our specialist facilities, including fully equipped science laboratories, technology suites, the drama studio, and the 4G pitch.

Can I bring my mobile phone to school?

You can bring your mobile phone to school. You don't need to hand it in, just keep it in your bag or in your pocket on silent and don't look at it during the day.

How much homework will I get?

English, Maths and Science homework is set on 'Sparx' and takes around 45 minutes per week to complete.

Other subjects set approximately one piece per half-term. Some of the homework is set on Google Classroom. Good advice is to set aside one hour after school each night and get it all done then. You can come to 'Homework Club' if you need to and there is always access to computers and a printer at break, lunchtime or after school.



What equipment do I need to bring in each day and what happens if I forget?

You need to bring your bag with a pencil case, planner, the books you need that day and a reading book. It's a good idea to bring a water bottle as well. In your pencil case, have two pens and pencils, a ruler and an eraser. You can bring highlighters and your own glue stick and other stationery if you want. Don't worry if you forget, you can ask a friend or the teacher or buy supplies in the school library.

What happens if I get lost?

You are given a map of the school on your first day but there are lots of teachers around to show you where to go. There are numbers on the doors and you get a tour on the first day as well. It can be a bit confusing at first but there's always someone going to the same class as you. For the first few weeks it's ok if you get lost and teachers are fine if you are a little bit late but they do expect that you will get used to it quite quickly!



What is lunch like?

There is always a wide variety of food to buy at break and lunchtime. If you prefer you can bring a packed lunch. Year 7s get to sit together so you can sit with your friends either in the dining hall or outside on the picnic tables. Your parents add money to your account through the school payment system and we scan your thumbprint to

pay for the food. You can find more information about the menus on our school website:

[Catering Information - Ponteland High School, Northumberland](#)