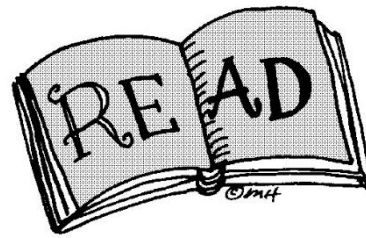
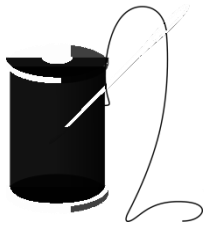
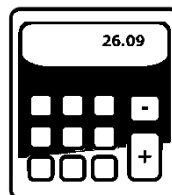
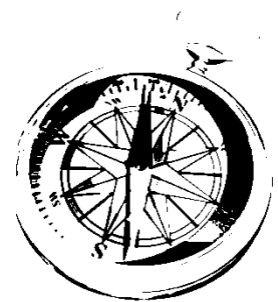




Parmiter's School
 SEN Transition Booklet
 September 2026



Language ភាសា Linguaggio ЯЗЫК
 Γλώσσα Język لسان بولی
 ቋንቋ ቋንቋ Lenguaje
 भाषा भाषा ভাষা 言語
 Linguagem Wiká اللغة
 Sprache 语言 ԽԻԻ Bahasa 언어



Welcome!



If you haven't already done so, why not have a look at the school website to find out a little more about your new school:

<https://www.parmiters.herts.sch.uk/>

We hope that you have a very enjoyable summer holiday and are excited about joining Parmiter's School in September. We are very much looking forward to welcoming you.



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Student Comments

Here are some comments from previous year 7 students who have been through this already and know exactly how you are feeling ...

I thought I would get lost all the time but I found it easier than expected - there was always a teacher or other grown up to ask if I did get lost.

I was worried that I would not see my primary school friends again, but some of the students from my primary school went to Parmiter's and I made new friends.

I was worried that teachers would be really strict but they're all really nice.

I was dreading all the homework, but I soon realised that there wasn't as much as I thought there would be.

I was worried that I would be lonely at lunchtimes but I made friends really quickly and went to lunch with them all the time, or went to a club.

I thought the work would be really hard but it was fine. Also, there are teaching assistants to help in some lessons.

Key People

Mrs Mullett
Head of Year 7



Mrs Dormer
Deputy Head of Year 7



Mrs van Rooij
SENCo



Miss Crawley
SENCo



Mrs Drayson
Lead SEN Teacher (KS3)



Miss Samuels
Lead SEN Teacher (KS4/5)



Mr Smith
Head Teacher



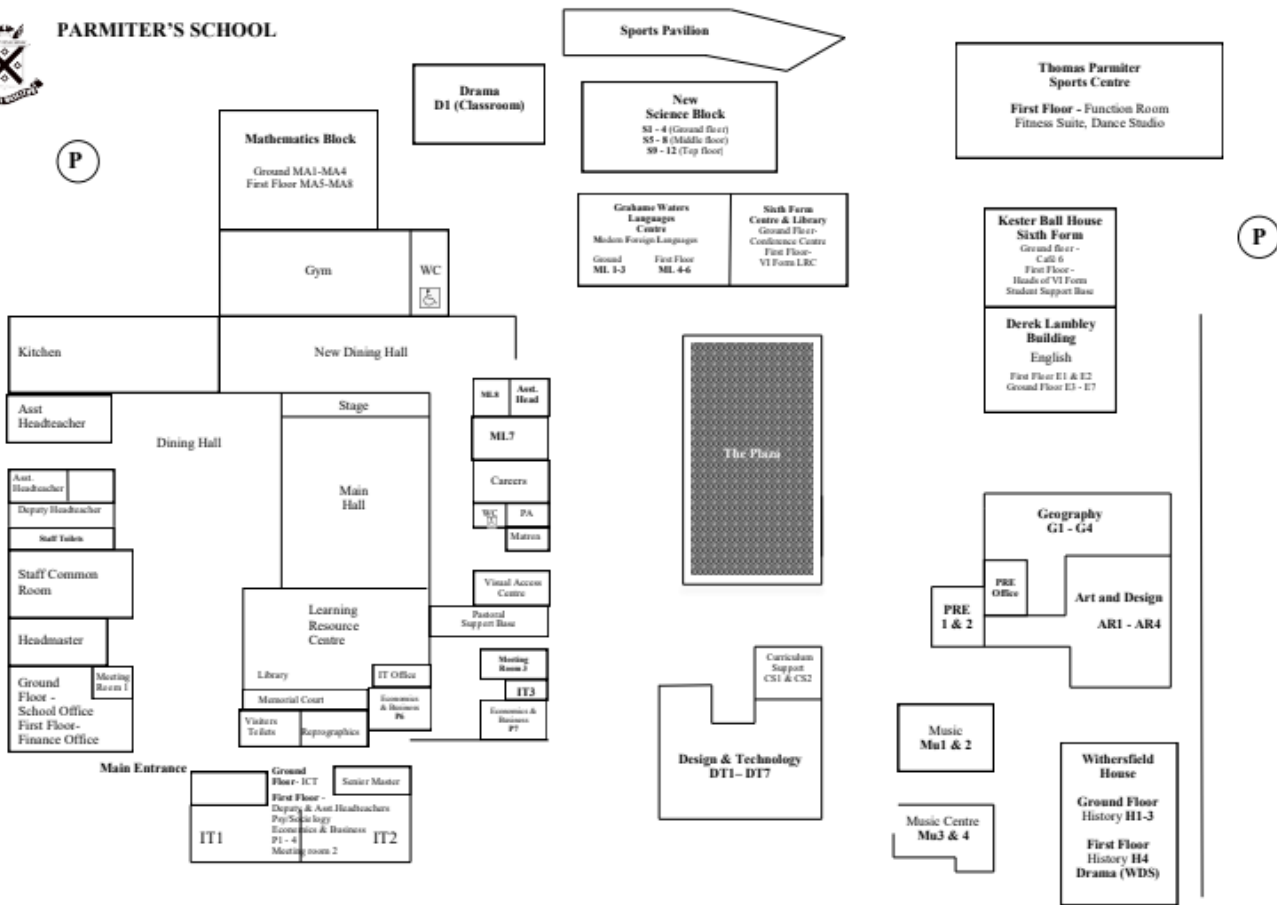
Mrs Craigie
Matron



Map of the School



PARMITER'S SCHOOL



* NOT TO SCALE

Sports Centre Entrance

Finding your way around the school

You mustn't worry about getting lost, especially during the first couple of weeks. It will take you a little while to find your way around but it will soon become easy. You can always ask another student or a teacher to help you, or if you can find Reception, you can ask Mrs Taylor, the Receptionist.



CURRICULUM SUPPORT (SEN DEPT)



DESIGN & TECHNOLOGY



DRAMA



MODERN FOREIGN LANGUAGES (MFL)



SCIENCE



MATHS



ENGLISH



GEOGRAPHY



HISTORY



COMPUTER SCIENCE



ART



PHILOSOPHY, RELIGION AND ETHICS (PRE)



MATRON'S OFFICE



PASTORAL SUPPORT BASE (PSB)



LEARNING RESOURCE CENTRE (LRC)



Curriculum Support

(SEN Department)

You can come to Curriculum Support if you need some help and don't feel comfortable asking your Form Tutor or Head of Year – or just pop in and say hello! The people you will find in Curriculum Support are:

Mrs van Rooij	-	SENCo – Head of Curriculum Support
Miss Crawley	-	SENCo – Head of Curriculum Support
Mrs Drayson	-	Lead SEN Teacher (KS3)
Miss Samuels	-	Lead SEN Teacher (KS4/5)
Mrs McQueen	-	SEN Office Manager

Teaching Assistants:

Mrs Leathes, Mrs Davies, Mrs Anthony, Mrs Lee, Ms Calatrava, Mrs Vanner, Mrs Cohen, Mrs Stevens, Mrs Burke, Mrs Lewis, Miss Rezaie, Mrs Godfrey, Mrs Ma, Mrs Scott, Mrs Hammett

















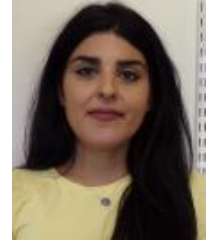


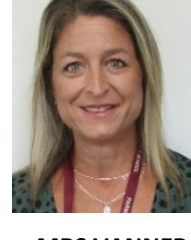
All of the Teaching Assistants are based in Curriculum Support. During lesson times they will be supporting students in class or working with a student in Curriculum Support.

In Curriculum Support, there are two small classrooms, a smaller room where teaching assistants sometimes work with students, and an office. It can be very busy in Curriculum Support, especially during lunchtimes when there is a choice of different clubs you can attend if you would like to, including:

Games Club
Social Club
Mindfulness
Homework Club

There are lots of other lunchtime clubs which are held by other departments, you will be given details of these by your Form Tutor.

SEN Department Staff 2026-2027

				
<p style="text-align: center;">MRS VAN ROOIJ SENCo</p>	<p style="text-align: center;">MISS CRAWLEY SENCo</p>	<p style="text-align: center;">MRS DRAYSON LEAD SEN TEACHER KS3</p>	<p style="text-align: center;">MISS SAMUELS LEAD SEN TEACHER KS4/5</p>	<p style="text-align: center;">MRS McQUEEN SEN OFFICE MANAGER</p>
				
<p style="text-align: center;">MRS ANTHONY TEACHING ASSISTANT</p>	<p style="text-align: center;">MS BURKE LEAD TEACHING ASSISTANT VAC</p>	<p style="text-align: center;">MS CALATRAVA (MFL) TEACHING ASSISTANT</p>	<p style="text-align: center;">MRS COHEN LEAD TEACHING ASSISTANT MEDICAL</p>	<p style="text-align: center;">MRS DAVIES TEACHING ASSISTANT</p>
				
<p style="text-align: center;">MRS GODFREY TEACHING ASSISTANT</p>	<p style="text-align: center;">MRS HAMMETT SENIOR TEACHING ASSISTANT</p>	<p style="text-align: center;">MRS LEE (VAC) TEACHING ASSISTANT</p>	<p style="text-align: center;">MRS LEATHES TEACHING ASSISTANT</p>	<p style="text-align: center;">MRS LEWIS TEACHING ASSISTANT</p>
				
<p style="text-align: center;">MRS MA TEACHING ASSISTANT</p>	<p style="text-align: center;">MISS REZAIE LEAD TEACHING ASSISTANT MEDICAL</p>	<p style="text-align: center;">MRS STEVENS TEACHING ASSISTANT</p>	<p style="text-align: center;">MRS SCOTT TEACHING ASSISTANT</p>	<p style="text-align: center;">MRS VANNER TEACHING ASSISTANT</p>

Teaching Assistants

You might see Teaching Assistants in some lessons, they are there to support everybody in the class. You can ask Teaching Assistants questions about your work or about anything you are worried about or want some help with. Teaching Assistants work closely with the Teachers and can explain things to you if you're not sure about something and will be able to guide you with your work. They can also help you to solve any problems you might have.

You won't be the only one who doesn't know all the answers ...

If you're unsure about something, ask me!

You're not the only student feeling a bit shy ...

Strive for progress, not perfection ...

The best preparation for tomorrow is doing your best today ...

Always put your hand up if you want to say something ...

Don't worry if you get something wrong, we all do that sometimes!
Forget the mistake, remember the lesson ...

Break and Lunchtimes

Old Dining Hall



New Dining Hall



Covered Area



Where do we go at break and lunch times?

There are two dining halls which we call the Old Dining Hall and the New Dining Hall and there are different queues for the canteen, depending on what year group you are in (you will be told where you need to queue). The queues can be quite long but they are supervised by members of staff, so if you have any problems, there will be somebody there to help you. If you have a packed lunch, you can eat this in the New Dining Hall or under the Covered Area outside. Once you have had your lunch, you can go to a club or an outside area until period 5 starts at 2:20pm.

How and where do we buy food?

On your first day, your form tutor will take you to do your 'thumbprint' for **Wisepay** (or you may be given a card that you can use instead of having to use your thumbprint). This is how you will pay for your food from the canteen – you will not be using cash. Your parent/carer tops up your Wisepay account online. You are responsible for keeping track of how much money you have on your Wisepay account – if your money runs out, you will not be able to buy food until your account is topped up. There is a daily limit so you will need to be careful how much you spend on food during the day.



The School Day at Parmiter's

This is what happens on a normal school day:

A bell rings at the end of each lesson/period, and at the beginning and end of break time and lunch time.	
Time	What happens?
8:35 – 8:55	Registration in form rooms with form group. You will either stay in your form room until 8:55 or you will go to assembly.
8:55 – 9:55	Period 1
9:55 – 10:55	Period 2
10:55 – 11:20	Break Time: You can meet your friends and buy a snack from the canteen or eat something you have brought from home. You will be outside for break time, there is a covered area so you can still go outside if it's raining – unless it's raining very hard in which case students are allowed to stay inside. The LRC is open for students to go to, however you are not allowed to eat in there.
11:20 – 12:20	Period 3
12:20 – 1:20	Period 4
1:20 – 2:20	Lunch Time: you can meet your friends, buy lunch from the canteen or eat your packed lunch from home. You may choose to go to a club or the LRC <i>In the first two weeks of school you will have the opportunity to attend lunch a little bit earlier. This will give you the chance to get the hang of things without all the other year groups being present.</i>
2:20 – 3:20	Period 5
3:20	End of the school day. You may choose to attend an after-school club.

Timetable and Homework

You will be given your timetable and your homework timetable by your form tutor. These will show you when and where your lessons are and which teachers you will have, as well as the days the homework for different subjects will be set. Homework is mostly set on Google Classroom. You will be shown how this process works and what to do.



Chromebook



All students will have a Chromebook. This will be used in lessons and for homework. You are expected to charge your Chromebook each night before school so that it has enough power for a whole day at school. You need to bring a pair of earphones to school with you but you should not bring your charger.

Mobile Phones

You are allowed to bring your mobile phone to school. It must be switched off at the start of the day (8:35am) and it is not allowed to be turned back on until the end of the school day (3:20pm).



Parmiter's School Uniform

Option A



- Plain black socks (no trainer socks)
- Plain style black shoes (not canvas or trainer style), flat ankle boots may be permitted with prior permission from SLT

Option B



- Black tights (plain)
- Plain black socks (no trainer socks), socks must be worn over tights. Leggings with socks not permitted
- Plain style black shoes, low heeled (51mm max), not platform soles or sling backs, trainer style or canvas. No dolly shoes as this do not provide sufficient covering in Science and D&T lessons.
- flat ankle boots may be permitted with prior permission from SLT

Option C



- Plain black socks (no trainer socks)
- Plain style black shoes (not canvas or trainer style), flat ankle boots may be permitted with prior permission from SLT

<p>All Options</p>	<ul style="list-style-type: none"> • Plain blue or black coat (no large motifs). Hooded sweatshirt tops, hoodies, leather/imitation leather jackets or coats not permitted. • Optional scarf – school or plain black or blue • Plain gloves (in cold weather), navy or black, worn to and from school only
<p>Make-up & Jewellery</p>	<ul style="list-style-type: none"> • Make-up, nail varnish, acrylic/gel/shellac/nail extensions of any kind are not permitted • False eyelashes, fake tan and tattoos are forbidden • No jewellery allowed except for one gold or silver stud in each ear. No other piercings allowed • Badges, except for those connected with school, may not be worn
<p>Other</p>	<ul style="list-style-type: none"> • In winter, boots may be worn to and from school, • Shoes are to be worn during the school day. During excessively cold weather students will be allowed to wear boots but only when specified by the Deputy Headteacher

- Non-electronic watches may be worn (no smart watches)



Lockers



Year 7 students have their own locker areas, you will be shown where your locker is. Lockers must be applied for in advance – parents/carers will have received information on this. If you choose to have a locker, you will be told the times of day that you can access it to put things in or take them out. You are responsible for looking after the key to your locker.

Lost Property



If you lose something at school, check if it has been handed in to Reception. If it isn't there, it may have been taken to Lost Property which is located in the PSB (Pastoral Support Base), where Mrs Doran will try to help you. For PE kit, you could also try the PE Department Lost Property.

The School Buses



You will know which number bus you will be travelling on to and from school. The buses arrive at school in the Sports Hall Playground in time for registration in the morning, unless there has been a delay due to traffic. On these occasions, you must not worry about being late, your teachers will be told that there has been a delay. At the end of the school day, you will get the bus from the Sports Hall Playground. In the morning and afternoons, there will be members of staff on the Playground to help you if you have any problems.