

Support for Transitions Tools

“Welcome” in Different Languages

English	Welcome
Hmong	Zoo Siab Txais Tos
French	Bienvenue
Spanish	Bienvenidos
Somali	Soo Dhawoow
Arabic	Marhaba
Khmer (Cambodian)	Suhm Swaakuhm
Ojibwe	Biin Dig Gain
Vietnamese	Hoan Nghinh
Dakota	Hau Koda
Korean	Hwan Young Hamnida

Welcome Buddy Program

Introduction

Welcome Buddies is a transition program developed to help new students integrate into elementary school more smoothly. Student Council Members were leaders in this effort. Each student council representative became a Welcome Buddy and was also in charge of recruiting one additional male and female from their class to be Welcome Buddies. When a new student joined the school, he/she was greeted by a same-sex Welcome Buddy from his or her class. The Welcome Buddy was given a folder for him/herself and one for the new student. Together the pairs of students completed the forms and games in the packets over the course of one week. The goal was for the new student to have someone to show him/her around the school, have someone to be with during lunch and recess, meet a few classmates and get to know who the staff in supportive roles are at the school.

Following are the materials for the Welcome Buddy Packet and the New Student Welcome Folder.

New Student Packet



WELCOME!!

WE'RE REALLY GLAD YOU ARE COMING TO _____
ELEMENTARY SCHOOL!!

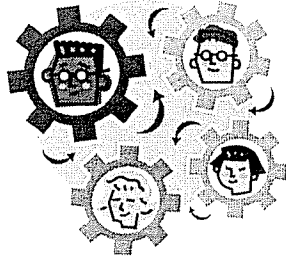
WE HAVE LOTS OF WAYS TO HELP YOU BECOME PART OF OUR
SCHOOL COMMUNITY:

**A "WELCOME BUDDY" FROM YOUR CLASS WILL HELP YOU FIND
YOUR WAY AROUND THE SCHOOL AND INTRODUCE YOU TO KIDS.

**PLAY THE "INTEREST SEARCH" GAME TO GET TO KNOW
STUDENTS IN YOUR CLASS!

**PLAY TWO GAMES: "SCHOOL NAME BINGO" AND "MATCHING
GAME" TO KNOW WHO THE ADULTS ARE WHO CAN HELP YOU. (YOU
CAN WIN A PRIZE WHEN YOU FINISH THESE GAMES.)

See _____ to claim your prize!



New Student Record Sheet

Your Name: _____

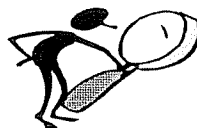
Your Welcome Buddy's Name: _____

Your Teacher's Name: _____

Your Grade: _____ Date: _____

1. Was your Welcome Buddy helpful to you? Yes No
2. Did your Welcome Buddy show you around? Yes No
3. Did your Welcome Buddy eat lunch with you? Yes No
4. Did your Welcome Buddy help you with the games? Yes No
5. Did your Welcome Buddy introduce you to another student? Yes No
6. What do you like best about coming to _____? Yes No
7. What would help other new students feel welcome here? Yes No

Thank – you !!!!!
We are glad you are part of our school!



SCHOOL BINGO

These are some of the adults who work at (School Name) . Meet each of these adults and get their signature in the right square. When you are done, give the sheet to (Name) and get a prize!!

Custodian	Greeter	Attendance Monitor
Principal	Nurse	Counselor
Librarian	Secretary	Assistant Principal
Art Teacher	Music Teacher	Science Teacher
Health Teacher	Gym Teacher	After-School Coordinator



Matching Game

Read each problem and match it with the adult you could go to at (School Name) for help. Write the letter next to the problem.

1. I want to find out about the after-school program.
2. I fell on the playground and my knee is bleeding.
3. I got to school late and I need a pass for my teacher.
4. I flushed the toilet and it overflowed.
5. I need to call my Mom to tell her something important.
6. I can't stop thinking about what happened at home.
7. I need to find a book about roller coasters.
8. I heard some kids say they were going to beat Tommy up today.
9. I forgot my hat and mittens at home and it is very cold outside.

- | | |
|-----------------------|-----------------------------|
| a. Principal | f. Counselor |
| b. Custodian | g. Family Resource educator |
| c. Librarian | h. After School Coordinator |
| d. Attendance Monitor | i. Secretary |
| e. Nurse | |

Name _____


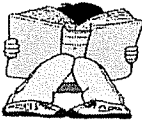





Date _____

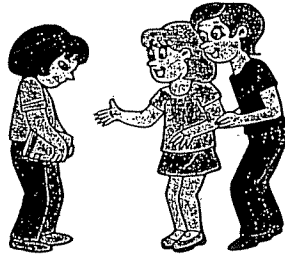
Interest Search

Adapted from: Borba, M. Esteem Builders Jalmar Press, 1989. Page 78
 Permission for reprints for classroom use.

1st - Read each category in the left column. Write your answer in the middle column.
 2nd - Find a friend to match each of your answers. Write each friend's name in the right-hand column.



Category	My Favorite	A Friend's Name
 Color		
 Book		
 TV Show		
 Movie		
 Sport		
 Ice Cream Flavor		
 Board Game		



Teachers:

Here are folders containing welcome materials for students new to our school and to your class. Your student council representative will present a folder to new students who enter your class and pair them with a “Welcome Buddy” for the first week.

Please place the folders where the “Welcome Buddies” have ready access.

“Buddies” will also:

1. Introduce the new student to classmates
2. Spend recess and lunchtime with the new student (or find someone who can) for the 1st week at our school.
3. Help the new student get to know our school by helping them complete the games included in the folder.

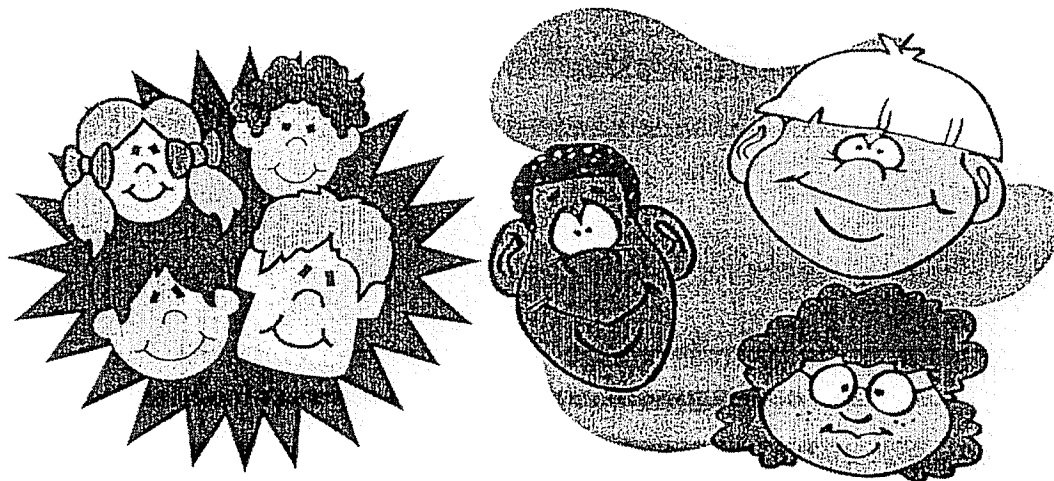
I will be meeting with “buddies” to see how things are going and will appreciate your feedback as well.

Thank you,

Safe Schools/Healthy Students Counselor

Your Student Council Representative: _____

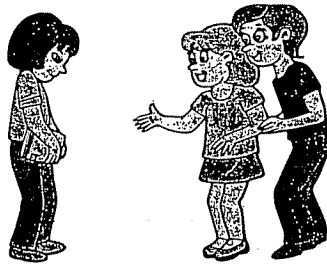
Your Welcome Buddies: _____



Responsibilities of Students on “Welcome Buddy” team:

1. Introduce yourself to the new student and explain that you are a special greeter for new students at _____.
2. Give student a “New Student” folder, **after** completing pages inside.
3. Introduce new student to classmates.
4. Spend recess and lunchtime with new student for their first week at school, or find someone in your class who can.
5. Help new student complete the “School Bingo”, “Matching Game”, and “New Friend Interview” in their folder.
6. At the end of the first week return the Welcome Buddy Record Sheet form to _____.
7. Enjoy your new job! We appreciate you and so will the new students!

Thank-you!! You are an important part of our community!!



Thank-you for being a welcome buddy to a new student!!!!

1. To get started,

Ask the new student's name and write it below.

_____.

2. Ask what school the student came from and write it below

_____.

3. To get to know each other,

Ask what the new student likes about school and say what you like best.

4. Show the new student around your class and the rest of the school.
5. Help the new student complete the "Bingo", "Matching Game", and "New Friend Interview".
6. For the first week, please go to recess and lunch with your new friend.
7. Introduce your new friend to other students.
8. If you need help or have questions talk to _____ or your classroom teacher.

“Welcome Buddy” Record Sheet:

Your Name: _____

Name of New Student: _____

Grade: _____ Your Teacher: _____

Date: _____

The best part of being a Welcome Buddy is: _____

The hardest part of being a Welcome Buddy is: _____

Please list any problems you had as a Welcome Buddy, or any problems the new student had:

Were there any questions the new student asked you that you could NOT answer?
(circle one)

Yes

No

If you circled yes, what was the question?

Thank-you!!

Please return this form to _____

Middle School Transition Tools



Dear Parents and guardians of a sixth grader,

At our school we are always looking for ways to better support students' growth and learning.

I will be offering a Moving On To Middle School support group at _____ for sixth grade students who would like extra support during this time of transition. This informal group of students will meet once per week from _____ through _____.

There are two options:

- 1.) One group will meet during lunch, students will bring their lunch to group.
- 2.) One group will meet after school, a small snack will be provided.

The following topics will be addressed in the groups through discussion and games:

- What's different about Middle School? What's the same?
- Facts and myths about Middle School (what's true, what's not)
- What to do in challenging school situations
- What's the scoop: Hearing from a panel of current seventh graders

If you would like your child to participate please sign and date the attached form. Please indicate lunch group or after school group preference.

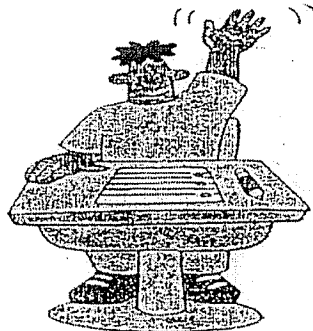
Thank-you for your continuing support of your child's education!

Middle School Transition Group for Mid-year Transfer Students

- An orientation group can be accomplished by convening a one-time group of all the transfer students that came in during a particular time period. This model worked better at middle schools than having Welcome Buddies since complicated student class schedules made having one student mentor for each new student impractical. Following is a list of components useful for this group.

- Group Components:
 - Who's Who in the School
 - Get-to-know-each-other activities for students
 - ❖ Find someone in the group who ... (interest search/scavenger hunt)
 - Guessing Game: Whom would you go to with this problem...
 - ❖ If you wanted to change classes
 - ❖ If you were late to school
 - ❖ If someone tried to pick a fight with you
 - ❖ If you wanted to sign up for an extra-curricular activity
 - ❖ If you were upset about something happening in your home
 - ❖ If you have to take medicine during school

Parent –to-Parent Night
at _____ **Elementary**
My child is moving on to
Middle School!!!!



Come hear from parents of 7th graders

- What to expect?
- What's different about middle school?
- How can I help my child be successful?
- How can I survive the changes?



Panel of 7th graders Talk to 6th graders

A panel of seventh graders was brought together to speak to current sixth graders about their experiences with the transition to middle school.

How it was done:

The school-based mental health provider and family outreach worker at an Elementary spoke with 6th grade teachers to see if they would be interested in having a panel of 7th graders come and answer questions about transition to middle school.

- Upon teachers' show of interest, the school-based mental health professional at a Middle School was contacted to recruit articulate responsible 7th graders with public speaking ability.
- Recruitment was done through recommendations made by the Student Council Advisor and Fresh Force Advisors.
- Four of the recommended 7th graders were selected and spoken with to see if they would be interested – all were excited about the opportunity.
- A date, place and time was coordinated with both schools to confirm a time for the panel to come over to the elementary school.
- It was important to verify that the four 7th graders had field trip consent forms signed by parents, they were excused from their classes, and to prepare the students by rehearsing how they might answer practice questions.
- Because the schools were so close to each other, the 7th graders walked to the elementary school accompanied by school staff.
- Each 7th grader introduced themselves to the 6th graders and talked about what they liked the most about being in middle school, and what was a hard thing for them to adjust to when they started middle school – then took questions (some questions were written down ahead of time by the 6th graders)
- After about 45 minutes, the 7th graders were thanked by the class, and were given thank-you packages by the mental health staff.












- The 7th graders said that they really enjoyed the opportunity to “feel big and important” talking with 6th graders.
- 6th grade teachers gave very positive feedback to the mental health staff about the panel.

Some of the questions posed by 6th graders:

- Do you have to take showers with other people?
- What time is lunch?
- In 7th grade do we review what we learned in 6th grade?
- Can we change a class if we don't like it?
- What is the schedule like on a normal day?
- What do we do if someone tells you that they want to beat you up or something like that?
- What are classes that they have in middle school that they don't have in elementary school?
- What kind of sports teams and clubs are there?
- What kind of things can get you in trouble?
- Are there days that you don't have to wear uniforms?
- Is it true there's no recess in middle school?
- How many classes (subjects) do you have to take every day?

Who's Who?

At our school there are staff who play many different roles in the life of the school. Beyond the exceptional teaching staff there are many people who are here to provide leadership, guidance and support. This guide is to help you get to know these people a little better.

 <p>Principal: Main Office</p>	 <p>Assistant Principal: Main Office</p>	 <p>Counselor: Main Office</p>	 <p>School Nurse: Rm. 197</p>
<p>The Principal is responsible for running the school and supervising all staff and students. You may see the Principal concerning school behavior or academic achievement.</p>	<p>The Assistant Principal is responsible for student discipline and general supervision of the staff and students. You may see the AP concerning behavior issues or if you have concerns about other's behaviors.</p>	<p>The Counselor is responsible for student registration, schedules, and general student well being. You may see the Counselor about your classes, academics or personal issues.</p>	<p>The School Nurse is responsible for any student medical issues. You may see the Nurse if you are not feeling well, are injured or need to take some medication.</p>
 <p>Social Worker: Rm. 160</p>	 <p>School Psychologist: Rm. 157</p>	 <p>School Resource Officer: Rm. 136</p>	 <p>Attendance Liaison: Rm. 110</p>
<p>Social Workers meet with students and their families individually or in groups about issues such as emotional concerns, truancy, behaviors or other personal issues.</p>	<p>The School Psychologist completes assessments of individual students and may also meet with students individually or in groups about personal, family or special education issues.</p>	<p>The SRO is in charge of enforcing state and local laws at school and dealing with those students who break the law while at school or on school grounds.</p>	<p>The Attendance Liaison is responsible for keeping track of students who are having attendance problems. She meets with students and parents to help resolve the problems so the students don't have to get into further trouble.</p>
<p>Media Specialist: Library</p>	 <p>Hall Monitors / Greeters:</p>	 <p>Office Staff: Main Office</p>	 <p>Custodial Staff:</p>
<p>The Media Specialist supervises the Library. You will see the Media Specialist when you check out books or use any of the other great resources in the library.</p>	<p>The Hall Monitors supervise the hallways, greet visitors and ensure the safety of the school.</p>	<p>The Office staff keeps the office running smoothly while dealing with phone calls, visitors, students and staff.</p>	<p>The Custodial Staff make sure the school building and grounds are clean and well kept. They fix things that are broken and ensure that the school is a safe and pleasant place to be.</p>