Secondary school: my people, places and backup plan

Print this sheet, or talk through the prompts together. Use only the parts that help. Keep completed copies private.

Fill this in with your young person using information confirmed by the school. They can keep a small private copy of the details they need.

My everyday route

Journey and usual departure time: _____

Entrance or meeting point: _____

What I do if the journey changes: _____

How I contact my parent or carer: _____

People who can help

Form tutor or main contact: _____

Where to go if I am lost or confused: _____

Person to approach if I am worried or upset: _____

Individual support arrangement we have confirmed: _____

Words to borrow: “I am new and I need help finding _____.”

Things I want explained

Choose the ones that matter:

Timetable and equipment.

Lunch and payments.

Toilets and changing rooms.

Breaktime places and activities.

Homework and asking for help.

My own question: _____

Continue: Secondary school: my people, places and backup plan

One useful practice

Something we can try before the first day: _____

Information we need from school: _____

Who will ask, and when? _____

Example: “We will practise the bus route together and ask school where to go if the bus arrives late.”

After the first few days

Something that now feels familiar: _____

Something I still need help with: _____

Person we will contact: _____

Keep phone numbers, travel details and support information private. This plan can change as your young person learns the school. They do not have to know everything or make a close friend immediately.

Browse all free resources.

For ideas to use alongside this resource, read Starting secondary school: make the unfamiliar parts easier to picture.

More help for your family

Turn broad worries into practical questions about people, places and the everyday school routine.

Free printable resource. Make a simple school familiarisation sheet using your child’s words, pictures and support needs.

Free printable resource. Map one workday, assign the handovers and plan for childcare changes.