

# Success from the Start



**William Annin Middle School**

The 5<sup>th</sup> into 6<sup>th</sup> grade Orientation Program

November 2011

## PURPOSE OF MODULE

This module provides a format for the orientation of the 5th grade students to the middle school.

## DESCRIPTION OF MODULE

This module is a series of planned orientation activities designed to facilitate the smooth transition of the 5th grade students into the middle school. The activities in the module will provide the William Annin School personnel with a comprehensive view of the academic and personal needs of the incoming students. It is also intended to help the incoming student to feel more comfortable through the development of a positive awareness of the middle school environment.





### **III. GRADE 5 STUDENT TOURS AT ANNIN**

When:	May 21, 2012 Mt. Prospect	May 22, 2012 Oak St	May 23, 2012 Cedar Hill	May 24, 2012 Liberty Corner
Where:	William Annin Middle School			
Who:	Principal, 6th grade counselors, 5th grade students and peer helpers			
How:	5th Grade Visitation to William Annin by sending school			
What:	<ol style="list-style-type: none"><li>1. 6th grade Counselor's Welcome and guidelines for the visitation</li><li>2. Administration: "Welcome to William Annin"</li><li>3. 5th grade students tour William Annin guided by peer helpers</li><li>4. Question and answer session with counselors and peer helpers</li></ol>			
Objectives:	<ol style="list-style-type: none"><li>1. The students will become familiar with the physical setting of the middle school.</li><li>2. The students will continue to develop a positive attitude toward their transition to the middle school.</li><li>3. The students will begin to develop a positive rapport with the Administration and the school counselors.</li></ol>			

### **IV. ARTICULATION MEETINGS WITH 5<sup>TH</sup> GRADE TEACHERS**

When:	May 30, 2012 Mt. Prospect & Liberty Corner
	May 31, 2012 Cedar Hill & Oak Street
Where:	Elementary school
Who:	William Annin 6th grade counselors and administrator, 5 <sup>th</sup> grade teachers
How:	Individual meetings for each 5th grade teacher with William Annin staff
What:	Review of 5th grade student needs <ol style="list-style-type: none"><li>1. academic</li><li>2. personal</li><li>3. social</li></ol>
Objectives:	The counselors at William Annin will gain a preliminary understanding of the needs of the incoming students.

## **V. GROUP GUIDANCE LESSONS AT ANNIN**

- When: 1st full week of school
- Where: William Annin Middle School
- Who: 6th grade counselors and 6th grade students by team
- How: Classroom size groups in a 40 minute presentation
- What:
1. Role of counselor
    - a. Open door policy
  2. Getting to know you
  3. Getting to know each other
  4. Questions and answers
- Objectives:
1. The students and counselor will gain an understanding of each other.
  2. The student will know the counselor and how to get to see the counselor.
  3. The students will continue to develop a positive attitude toward their new school environment.

## **VI. GROUP GUIDANCE LESSONS AT ANNIN**

- When: 2nd full week of school
- Where: William Annin Middle School
- Who: 6th grade counselors and 6th grade students by team
- How: Classroom size groups in a 40 minute presentation
- What:
1. Student responsibilities
    - a. Homework
    - b. Use of assignment book
    - c. Organization of notebook
    - d. Time management
    - e. Effective use of class time
- Objectives:
1. The students will be able to identify the responsibilities needed to succeed in school.
  2. The students will demonstrate an understanding of organizational skills suggested through the development of their individual assignment pads.

## **VII. GROUP GUIDANCE LESSONS AT ANNIN**

- When: 3rd full week of school
- Where: William Annin Middle School
- Who: 6th grade counselors, assistant principal and 6th grade students by team
- How: Classroom size groups in a 40 minute presentation
- What:
1. School Orientation/Procedures
    - a. Review of policies and procedures outlined in student handbook
  2. Student concerns and issues
  3. Questions and answers
- Objectives:
1. Students will continue to develop a positive attitude toward the new school environment through an understanding of the school policies and procedures.
  2. Students will increase their ability to identify and examine alternative solutions to their individual concerns.
  3. Students will recognize that their individual concerns/problems are often similar to and shared by the peer group.

## **VIII. GROUP GUIDANCE LESSONS AT ANNIN**

- When: 4th full week of school
- Where: William Annin Middle School
- Who: 6th grade counselors and 6th grade students by team
- How: Classroom size groups in a 40 minute presentation
- What:
1. Review of William Annin Grading Policy
    - a. Overview of Report Cards and Progress Reports
    - b. Overview of grade descriptions
    - c. Overview of appropriate behavior descriptions
    - d. Physical Education grades
    - e. Honor Roll
  2. Study Skills
    - a. Goal setting
    - b. Short/long term planning
- Objectives:
1. The students will gain an understanding of the grading policy used at William Annin Middle School.
  2. The students will be able to apply the grading criteria to their academic goal setting.
  3. The students will become familiar with the advantage of short and long term planning in the academic setting.