



Dear parents/carers

## School closure to most pupils

On Wednesday, the government announced that they expect all schools across the UK to close to most pupils at the end of this week until further notice.

We will do all we can to stay open for the children of key workers (e.g. NHS staff, police, retail and others in frontline services) and children with certain needs, although it is expected that most secondary-age students are competent and capable of looking after themselves.

We are waiting for the government to publish more information on what this means, but it would help us in the meantime if you could let us know if you think your child may fall into one of these categories. You can email [cally.northam@coopacademies.co.uk](mailto:cally.northam@coopacademies.co.uk) with your child's name, year group and some sense of how many days a week you'd be expecting them to be in school.

I will then contact everyone who needs this support.

Our last day at school will be Thursday 19 March 2020.

We'll re-open fully as soon as we can and will let you know when this is by letter, text or the website ([leeds.coopacademies.co.uk](http://leeds.coopacademies.co.uk)). We will update this site as soon as practical with any updated information.

If you believe your contact details (mobile number in particular) are incorrect, please e-mail them as soon as possible to [leed-info@coopacademies.co.uk](mailto:leed-info@coopacademies.co.uk) so we can contact you with updates.

Your child's learning is important to us, so we'll continue to help your child to learn, although this is difficult when it is not face-to-face.

For most of the term-time closure period, some members of staff who are available to work will be in the building so will be able to react to e-mails and request for information. However, the reception will not be staffed and, as such, you should only come to the academy if you have been invited to do so, and at the time specified. This will only be possible if you do not present a risk of spreading COVID-19, and colleagues will ask you some questions to work out whether it is safe to come into school.

- Alongside the work packs which have already been given out, we will ask teachers to regularly email work to supplement this. Your child has a cal.coop e-mail account which will receive these alerts and work updates
- It is important that students work regularly so as to be up-to-speed whenever the return to school is announced

- Students can also contact their teachers via their e-mail accounts (usually [firstname.lastname@coopacademies.co.uk](mailto:firstname.lastname@coopacademies.co.uk)). Students can also e-mail to [lead-info@coopacademies.co.uk](mailto:lead-info@coopacademies.co.uk) if they are unsure whether an email address is correct, and if they explain who they are trying to contact, the e-mail will be forwarded to the correct person as soon as possible
- If your child usually receives free school meals we will also be in touch with more information about how we will continue to provide this, with support from a scheme that the government has just announced.

This is as much as we know right now. I have no doubt that as our staff begin to adapt to supporting your child remotely, we'll be sending out more updates. I understand that this latest news will have an impact on you and your family and it's far from ideal, but we'll continue to keep in touch with any updates as the situation develops.

If you want to get in touch to share any concerns, please don't hesitate to do so via [lead-info@coopacademies.co.uk](mailto:lead-info@coopacademies.co.uk)

And remember: if you or your child feels ill and you want to know what to do next, please use NHS 111 online.

If you have any **child protection** concerns, please contact our Designated Safeguarding Lead, Miss Whyte, on 07935 223285, during office hours.

Thank you again for your continued support, and we will be in touch with more information when we can.

Thank you and my warmest regards at this very difficult time



Mr J Mitchell  
Principal