

1 September 2020

Dear parents and carers

This has been an extraordinary time in schools and academies and as we return to school in September there are a number of changes to the way we are operating in school to keep staff and students safe that I need to share with you.

I have already written to say that students will be staying in specific areas of the school buildings throughout the school day and will be starting the day at different times. I can now provide you with the daily timetable for each year group. This shows that not students will not only remain in one area of the building but will also have staggered breaks and finish times. It is our intention to minimise the risks for staff and students within school.

We are happy for students and staff to wear masks in school. These must be of the disposable blue and white type and must have no design drawn on them. If a student arrives at school without a mask but would like to wear one, these will be available to buy at a cost of 50p from DG7.

I would like to welcome a number of new staff to Coop Academy Leeds:

Mr	ADAM	Teacher of Maths - NQT
Mis s	BEGUM	Teacher of English - NQT
Mis s	BOLDRY	Teacher of Maths NQT
Mis s	DAWSON	Teacher of Geography NQT
Mr	DAY	Assistant Subject Leader for English
Mr	DELAR	Teacher of Computer Science and ICT NQT
Mr	HURREN	Teaching Assistant - SEN

Mr JOHNS SEND and Vulnerable Students Learning Co-ordinator  
 Mrs JOHNSTON Year 8 Manager  
 Miss JONES Vice Principal  
 Mr PARKER Teacher of Science NQT  
 Mr PRIESTLEY Teach First - Science  
 Mr RAYNER Teacher of PE  
 Mr SAN JOSE Teacher of PE NQT  
 Mr SIMMONS Teacher of EAL NQT  
 Miss SIMPSON Teach First - English  
 Mrs SKELTON Teacher of PE  
 Mrs SMAIL Teacher of EAL  
 Mr SODEYI Teacher of Science  
 Mrs STALKER Teacher of Maths  
 Miss WALL Subject Leader for Art  
 Miss WITHERS Teacher of PE

Because of COVID-19, school has been closed to most students since late March. To compensate for this loss of time we are reintroducing a 25 hour timetable a week for all students. This means that on a Wednesday, students will no longer finish early. This will provide us with nearly 2 weeks of additional teaching across the year and compensate for the time missed since March. In addition to this extra time during the school day, we will be introducing support sessions for our year 11. A timetable for these students will coming out in the first two weeks.

As an academy we take the risk of Covid-19 transmission extremely seriously. We have taken guidance from both the government and the Trust in planning our return next week. How we will organise the students in the academy was communicated to you in my previous letter. The return of students in the first week and the times that they will be in lessons and finish school is below:

Yr	School Day	Entrance/Exit	Zones	Social Area - Before	Lunch	Social Area - lunchtime	Toilets
7	8:40-2:35	DF corridor	DF & CF	Outside DF door/ Ramp	12:45 Hall	Library & Courtyard	DF & CF
8	8:30-2:25	Library	CG & CL	Outside library	12:45 Canteen	Central yard & outside canteen	Outside
9	8:20-2:35	Library	BG	Outside library	12:15 Hall	Central yard & outside canteen	AG / BRIDGE
10	8:30-2:25	Student Reception	BF & BL	Astro & outside A block	12:15 Canteen	Astro & outside A block	Student Reception

1 1	8:20-2: 45	Back Gate	BF & BL	Central yard & outside canteen	11:45 Canteen	Central yard & outside canteen	Student Reception
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The return to school for all years is as follows:

### **Wednesday 9th September**

Year 7 will be in the academy following their timetable starting at 8.40. There will be some induction and transitions events happening, and they will be getting used to rules and regulations. Year 11 will also return to the academy at 8.20 as above.

Years 8, 9 and 10 are not in on Wednesday.

### **Thursday 10th September**

Year 7 will arrive at 8.40 and follow their timetable; Year 11 will arrive at 8.20 and follow their timetable.

Year 8 – arrival at 9.00am and go to the assembly hall

Year 9 – arrival at 10.00am and go to the assembly hall

Year 10 – arrival at 11.00am and go to the assembly hall

As you can see, some students some will start later than others, some will leave earlier. We have done this to minimise the risks for students and staff. We ask that you speak to your children about the importance of maintaining social distancing, washing and sanitising their hands regular and working with us to provide as safe an environment as possible. If students behave in a way that is unsafe then we will be forced to send them home until the following day.

In line with government guidelines, we have switched off our water fountains. Students will have the opportunity to buy bottles of water during the day, but we recommend them bringing their own water bottles into the academy with them.

We can't wait to have the students back in school next week. It may be difficult for some to return and we understand this. We are here to help to reduce some of the anxiety of returning. If you feel that you or your child needs to speak with someone at school prior to next week do not hesitate to call and we will talk you through the work that has gone on to minimise the risks in school. We expect you to follow the rules on track and trace as set out by the government.

Please do not send your child into the academy if they are suffering from any of the symptoms of COVID-19. Call to inform us of the reason why your child is not in the academy and isolate for the period prescribed by the government. We recommend that during this period of isolation you have your child and any other members of your family tested for the virus.

We have an exciting year planned ahead of us. I am looking forward to getting to know the parents and students as we return to some form of normality.

Kind regards



Paul Brockwell  
Principal

