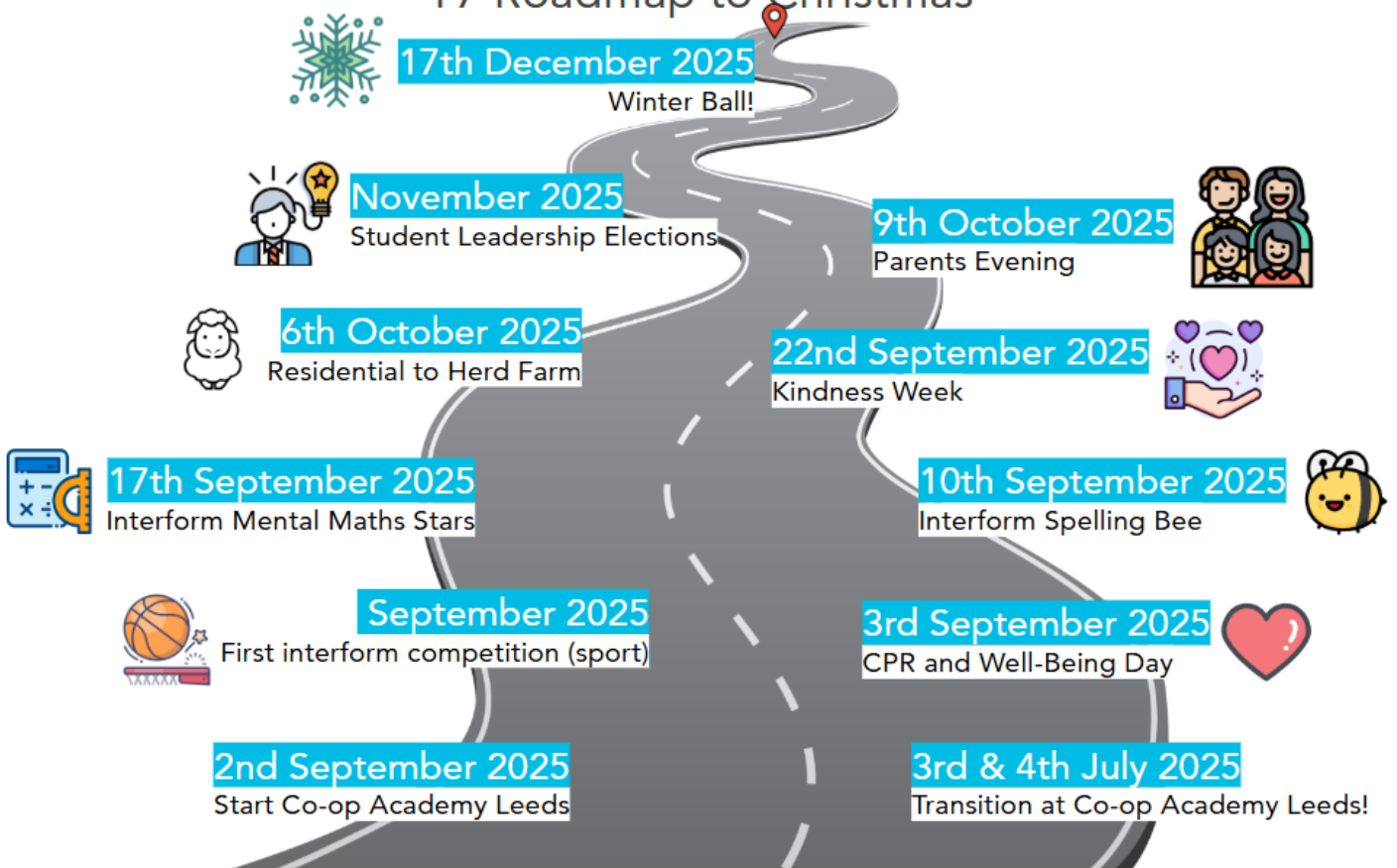




Co-op Academy
Leeds

My Transition Booklet

Y7 Roadmap to Christmas



Do what
matters
most

Be yourself,
always

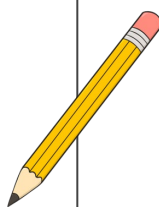
Show you
care

Succeed
together

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This symbol means you need to write something in the box or on the lines.



Timings of the school day

6 period (55 minute lessons + tutor time)	
Tutor Time	08:25 - 08:45
Period 1	08:45 - 09:40
Period 2	09:40 - 10:35
Break time	10:35 - 10:50
Period 3	10:50 - 11:50
Period 4	11:50 - 12:45
Lunch	12:45 - 13:15
Period 5	13:15 - 14:10
Period 6	14:10 - 15:05

Mondays only Period 7: 15:05-16:00

Term Dates

	Open	Close
Term 1	Tuesday 2 September 2025	Friday 17 October 2025
Term 2	Monday 3 November 2025	Friday 19 December 2025
Term 3	Tuesday 6 January 2026	Friday 13 February 2026
Term 4	Monday 23 February 2026	Friday 2 April 2026
Term 5	Monday 20 April 2026	Friday 23 May 2026
Term 6	Monday 1 June 2026	Wednesday 22 July 2026

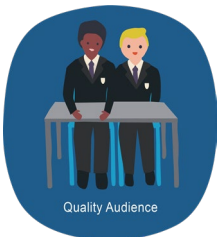
Please **do not** arrange holidays outside of the stated holiday periods, as the academy will not authorise any absences and additional action may be taken, including fines.

The Qualities

Common, consistent language for learning

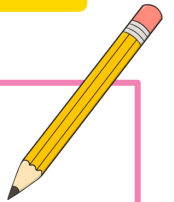
Signals a specific expectation of the student

Supports structure of lessons and safe, purposeful movement around the academy



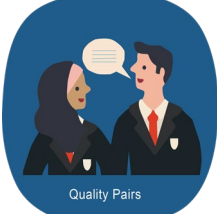
Quality Audience

What does this look and sound like?



Quality Groups

What does this look and sound like?



Quality Pairs

What does this look and sound like?



Quality Time

What does this look and sound like?



Quality Lines

What does this look and sound like?

Our Values.

We're united by our co-operative values.

Our Co-operative Values;



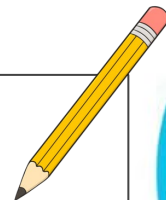
- Self-help
- Self-responsibility
- Democracy
- Equality
- Equity
- Solidarity

Our Ethical Values;



- Openness
- Honesty
- Social responsibility
- Caring for others

Which of these is most important to you? Why?



Rewards

1 Praise Point	2 Praise Points	3 Praise Points	4 Praise Points
All expectations met in lesson Excellent contribution Completing home learning Demonstrating co-op ways of being	Positive phone call Positive postcard	Year manager student of the week Department student of the fortnight	Head teacher award Academy leadership team award 100% attendance each fortnight

Number of points needed	Certificate	Issues by...
100	Bronze	Form tutor
250	Silver	Assistant year manager
500	Gold	Year manager
750	Platinum	Senior year manager
1000	Diamond	Academy leadership team
1500	Head Teacher Award	Head teacher

Zero tolerance against bullying at Co-op Academy Leeds

We expect all members of our school community to live out our core values of Empathy, Honesty, Respect and Responsibility at all times. Unkindness in any form will be challenged; we have a zero-tolerance policy on bullying and sanctions will be issued to students who do not follow this. We have a very supportive team of teachers and staff who will look after your wellbeing, including your Form Tutor, Head of Year, Miss Radu and the school, SENDCO, Mr Hallam. We are here to ensure that you achieve brilliant grades but that you are also happy and settled at school. Please do not hesitate to speak to us about anything that is worrying or upsetting you

#AttendanceMatters

Attendance during one school year	Equivalent Weeks	Equivalent Lessons Missed
100%	0 weeks	None - your attendance is excellent!
	<p>You attendance is excellent, well done! Students with 98% attendance are more likely to get better qualifications than below 98%.</p>	
95%	2 Weeks	54 Lessons
	<p>Your attendance is becoming a cause for concern. You must catch up on any work missed and work hard to improve your attendance. You need to try to not have any more days off.</p>	
90%	4 Weeks	114 Lessons
	<p>Your attendance is below the national average and is a cause for concern. You will be asked to attend a meeting with your parents / carers about your attendance. You will require proof for medical appointments. You need to be in school every day.</p>	
85%	6 Weeks	174 Lessons
	<p>Your attendance is unacceptable and is causing serious concerns. Students with lower attendance gain fewer qualifications and have less opportunities available to them when they leave school. Your parents / carers could face legal action and be fined. Attendance officers will visit your home. You need to be in school every day.</p>	
80%	8 Weeks	228 Lessons
	<p>Your attendance is unacceptable and is causing serious concerns. If your attendance does not improve, you parents / carers may be taken to court.</p>	

Penalty Notice Fines for Attendance is changing

NEW CHANGES FROM 19TH AUGUST 2024

1

1st OFFENCE

The first time a penalty notice is given for absence, the cost will be:

£160 per parent, per child.

This will be £80 if paid within 21 days.

2

2nd OFFENCE (within 3 years)

The second time a penalty notice is given for absence, the cost will be:

£160 per parent, per child to be paid within 28 days.

No reduced rate offered.

3

3 OR MORE OFFENCES (within 3 years)

If a third penalty notice is given for absence, you will not get a penalty notice. The case will be presented to the Magistrate's Court. Magistrates' fines can be up to **£2,500 per parent, per child.**

Guilty cases can show on parents' future DBS certificates, due to not safeguarding a child's education.

10 SESSIONS (5 DAYS) OF UNAUTHORISED ABSENCE IN A 10-WEEK PERIOD

Penalty Notice Fines will be considered when there's been 10 sessions of unauthorised absence in a 10-week period. This means 5 full days. Being more than 30 minute late to school will count as 1 session of unauthorised absence.



Scan the QR code to find out more about these changes



Academies Trust

Uniform

- **Academy blazer or academy branded V neck jumper - black with badge**
***provided by the Academy**
- **Year specific tie (red) *provided by the Academy**
- Traditional white shirt with collar (not polo shirts)
- Plain black tailored trousers or knee-length skirt
- Plain black footwear
- Plain black tights
- If you wear a headscarf or headband, it must also be plain black

We do allow students to wear discreet neutral makeup but if we think it doesn't meet our uniform standards, we will ask students to remove it. Nail polish and false nails are not allowed and students will be asked to remove them. Jewellery and bandanas are not allowed to be worn at any time and may be confiscated if seen.



We want you to take responsibility as you grow into young adults. If you wear the incorrect uniform, you will receive a 1 hour same day detention.

100% all black footwear is permitted within the following parameters

Plain black trainer shoes are acceptable (no coloured logos, coloured stripes or coloured ticks, coloured air bubbles, metal tags or coloured stitching).

Shoes must have a full, sturdy upper: no open sides, open toes, slippers, sandals, sliders, crocs, suede UGG boot style or steel toe capped boots.

Sole to be as flat as possible. Where a heel is worn, it should be no higher than 4cm.

Black patent shoes are acceptable.

Please email john.cafferky@coopacademies.co.uk if you would like any shoes to be checked prior to purchase.

Acceptable footwear



Unacceptable footwear



PE Kit

- Black polo shirt with Academy logo
- Plain black tracksuit bottoms or plain black shorts – no coloured stripes Plain black leggings are permitted with the academy logo on.
- Trainers (moulded boots recommended for football/rugby/ 3G activities)
- Black football socks - Optional but needed for fixtures
- Shin pads (football/ hockey) - Recommended Gum shield (hockey/ rugby) - Optional
- Black 1/4 zip branded pullover



Uniform can be purchased from...
Jo Brand, 371 Harehills Ln, Leeds LS9
6AP, UK

www.uniwears.co.uk

PE Footwear

The Academy has a brand new 3G pitch. Metal studs are not allowed on this surface. We recommend buying multi ground/ moulded/ plastic bladed boots that can be used on both the field and 3G (if clean). Astro turf or running trainers are also permitted and can be used inside the sports hall. These must be clean for indoor use.

Our Tutor Group System

When you start at our Academy you will be allocated a tutor group. You will see your tutor every morning. They will help you to settle in comfortably.

Every year has a different coloured tie that stays with them throughout their time at the Academy. Yours will be red.

If you or your parents/carers have any questions, then you should contact your Year Manager and if we need to contact you, it'll be through the year team, simple!

Meet the team

Name	Role
Ms Radu	ALT link to Year 7
Mr Robinson	Year 7 Manager
Mr Sleman	Year 7 Progress Leader
Ms Clifton	Tutor 7.1,
Miss Mahmood, Mrs Khaliq	Tutor 7.2
Ms Haywood	Tutor 7.3, Maths
Mr Bennett	Tutor 7.4, English
Mr Azam	Tutor 7.5, History
Ms Graham , TDA	Tutor 7.6,

Important things to remember

Things you need to bring to school every day:

- a bag that can fit an A4 sized book or folder in it
- Academy Planner
- 2 black pens
- a red pen
- a pencil
- a ruler

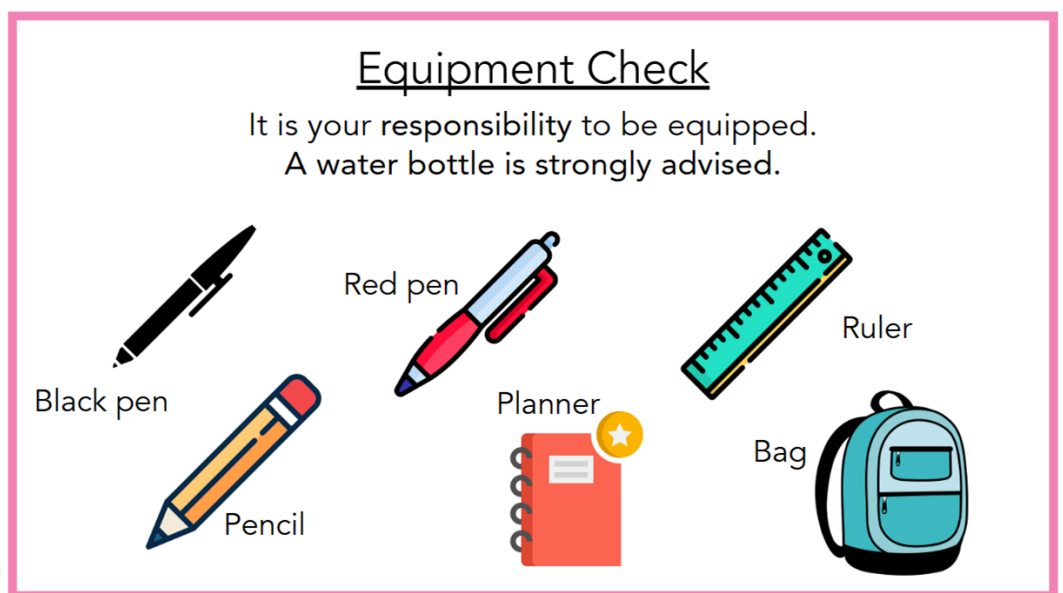
You can wear your PE kit on the days you have PE.

Mobile phones and other electronic devices are not allowed to be used in the Academy. If you are seen with one, it will be confiscated. To get it back, your parent or carer will have to collect it at the end of the Academy day.

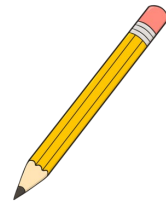
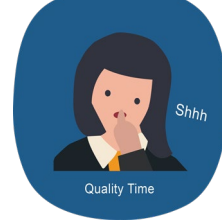
At break and lunch time you can buy food from the school canteen or bring in a packed lunch.

You can't use money in the canteen; any money has to be loaded onto your account on one of our machines.

After school there are lots of after school clubs you can go to, from sport to drama and music. Just ask your teachers for more information.



Introduce yourself...



Use these sentence starters to find out about the students in your tutor group.

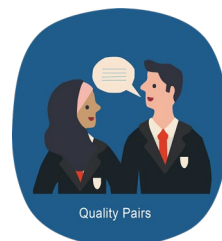
My name is _____ . My date of birth is _____ , and I was born in _____ .

The name of my primary school is _____ .

Write your name on a piece of card and fold it in half long ways. Put this in front of your on your desk. You will be asked to put this in front of you every lesson during your transition days.



Use these sentence starters to talk to your peers in your tutor group.



Today, I am feeling...

I am looking forward to...

At the weekend, I like to...

My favourite thing about myself is...

I am proud of myself this week because...

The best part about my week so far has been...

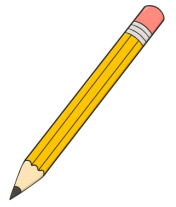
I feel hopeful about...

because...

In the future (next week / month / year) I would like to...

because...

Find someone who...



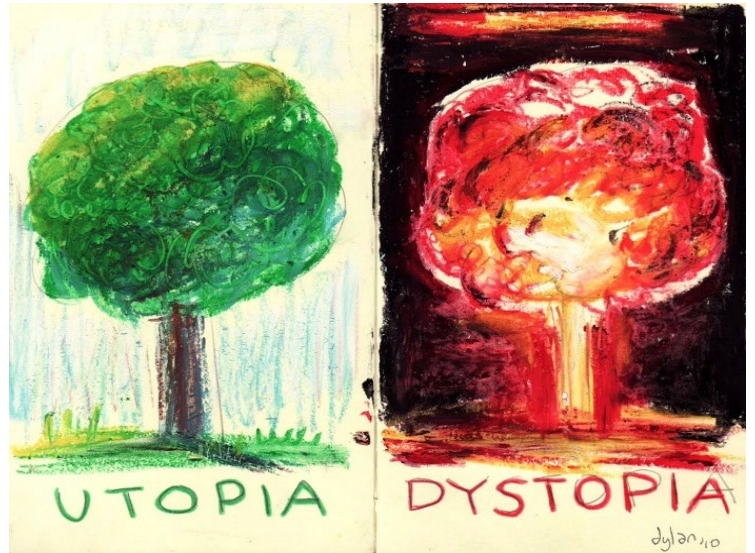
Write the person's name on the line.

Is left handed _____	Has a pet _____ <i>What pet do they have?</i>	Walked to school today _____	Favourite colour is blue _____
Has a younger sibling _____	Went to a different primary school _____ <i>Which primary school?</i>	Likes to play football _____	Has the same colour eyes as you _____
Favourite subject is maths _____	Name starts with the same letter as yours _____	Has their birthday in September or October _____ <i>When is their birthday?</i>	Is taller than you _____
Likes to draw _____	Has the same favourite food as you _____	Is wearing something red _____ <i>What are they wearing that is red?</i>	Has an older sibling _____ <i>How much older are they then you?</i>

English

A utopia is

A dystopia is



Character Summary: Shrek

Introduction: **Shrek grew up** apart from human society. Constantly chased by torch-toting mobs and angry farmers, Shrek learned to scare people away first with his ogre-ish demeanor and booming growl so they wouldn't come close enough to hurt him – physically or emotionally.

Current Home: **Shrek lives** alone in a swamp, deep in a mystical forest. Shrek basks in his daily habits and rituals, including bathing in mud, eating grubs, and ear-wax-candle-lit dinners. He loves seclusion, and when humans come to bother him, he quickly fizzles their posse with a classic ogre threat – though Shrek is not one to actually act on his ferocity. Shrek simply puts on the front of mean, green eating machine so he'll be left alone, while in fact being rather peaceful despite his size and appearance.

Interests: Shrek loves spending time alone, following his routines, and living a simple life. Shrek has one friend (who he claims to hate) — a Donkey who won't stop talking.

Personality: **Shrek is** clever, self-sufficient, disgusting, and proud of it. Shrek also has a strong sense of right and wrong, and although he usually puts himself before anyone else, he repeatedly saves Donkey and comes to his aid. Shrek likes to bluster that he only cares about himself and his beloved peace and quiet, but this ogre has a heart as big as his swamp.



Utopia

Environment (weather, landscape, plants, animals)

Food

Laws/rules

Activities

Dystopia

Environment (weather, landscape, plants, animals)

Food

Laws/rules

Activities



Character Summary: You

Introduce yourself:

Current Home:

Dream Profession:

Interests:

Dislikes:



Utopia

Environment (weather, landscape, plants, animals)

Food

Laws/rules

Activities

Dystopia

Environment (weather, landscape, plants, animals)

Food

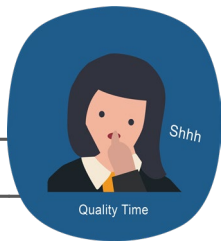
Laws/rules

Activities



You do

In my utopian world,



In my dystopian world,

Maths Codebreaker

Using the code below, can you work out the hidden words? Work out what the missing number is using the inverse operation, write it in the box, find the matching letter and write it at the bottom to break the code!



A	B	C	D	E	F	G	H	I	J
1	2	3	4	5	6	7	8	9	10
K	L	M	N	O	P	Q	R	S	T
11	12	13	14	15	16	17	18	19	20
U	V	W	X	Y	Z				
21	22	23	24	25	26				

For example...

$\boxed{8} - 5 = 3$	$\boxed{5} - 3 = 2$	$\boxed{12} - 7 = 5$	$\boxed{12} - 8 = 4$	$\boxed{15} - 5 = 10$
\boxed{H}	\boxed{E}	\boxed{L}	\boxed{L}	\boxed{C}

Your turn!

★	$\boxed{} - 6 = 3$?	$\boxed{} - 12 = 3$	★
	$\boxed{} - 7 = 7$		$\boxed{} - 4 = 12$	
	$\boxed{} - 10 = 12$		$\boxed{} - 2 = 3$	
★	$\boxed{} - 3 = 2$?	$\boxed{} - 4 = 14$	
	$\boxed{} - 8 = 10$		$\boxed{} - 1 = 0$	★
	$\boxed{} - 3 = 16$		$\boxed{} - 3 = 17$	
★	$\boxed{} - 1 = 4$?	$\boxed{} - 5 = 4$	
			$\boxed{} - 1 = 14$	
			$\boxed{} - 7 = 7$	★

What are the hidden words?

Maths Codebreaker

Instructions

a. Use the key to calculate the value of each word, in pounds. The first question has been completed for you.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
50p	£1.03	£0.62	15p	10p	72p	22p	£0.15	£0.08	£1.21	£2.50	£1.08	42p	£0.78	£0.05	£1.65
Q	R	S	T	U	V	W	X	Y	Z						
£3.00	45p	68p	£0.18	95p	£0.27	£1.11	£1.85	£2.05	£2.88						

1 NUMBER	$£0.78 + 95p + 42p + £1.03 + 10p + 45p = £3.73$
2 ALGEBRA	
3 PROBABILITY	
4 STATISTICS	
5 GEOMETRY	
6 RATIO	
7 MEASURE	
8 OPERATION	
9 ADDITION	
10 SUBTRACTION	

Maths Codebreaker

11 MULTIPLICATION	
12 DIVISION	
13 SUM	
14 TOTAL	
15 PRODUCT	
16 CALCULATOR	

Extension

- Does the longest word have the largest value?

- Does the shortest word have the smallest value?

- Create a mathematical word which has a bigger value than any of the words in the list.

Times Table Challenge

4 × 5				
9 × 8				
7 × 2				
12 × 11				
10 × 9				
13 × 3				
2 × 12				
4 × 6				
7 × 8				
2 × 11				
9 × 7				
11 × 9				
8 × 4				
12 × 9				
5 × 6				
7 × 4				
3 × 8				
9 × 6				
8 × 1				
0 × 7				
108 ÷ 9				
72 ÷ 6				
35 ÷ 5				
40 ÷ 8				
28 ÷ 4				
66 ÷ 11				
144 ÷ 12				
36 ÷ 2				
45 ÷ 5				
99 ÷ 9				
120 ÷ 10				
84 ÷ 6				
96 ÷ 8				
48 ÷ 6				
49 ÷ 7				
21 ÷ 3				
16 ÷ 2				
12 ÷ 4				
15 ÷ 5				
60 ÷ 12				
2 × 13				
3 × 12				
11 × 7				
6 × 12				
8 × 5				
5 × 12				
15 × 2				
3 × 20				
2 × 18				
3 × 4				
4 × 4				
0 × 5				
2 × 6				
3 × 9				
7 × 12				
13 × 11				
10 × 9				
15 × 10				
13 × 4				
2 × 14				
65 ÷ 5				
2 ÷ 2				
8 ÷ 4				
25 ÷ 5				
56 ÷ 8				
77 ÷ 11				
117 ÷ 9				
132 ÷ 12				
169 ÷ 13				
156 ÷ 12				
35 ÷ 7				
42 ÷ 6				
54 ÷ 9				
63 ÷ 7				
48 ÷ 4				
30 ÷ 5				
40 ÷ 10				
88 ÷ 8				
130 ÷ 10				
121 ÷ 11				

Maths Riddles

- I am a cube number and a square number below 100.
- 8, 4 and 16 are factors.

What number am I?

- I am a square number.
- I am an odd number.
- I am between 20 and 50.
- 7 is one of my factors.

What number am I?

- I am a prime number.
- I am less than 20 and I have two digits.
- If you double me and subtract 9, you get a square number.

What number am I?

- I am a square number.
- I am an even number.
- I am between 20 and 50.

What number am I?

- I am an even number.
- I am more than 80 but less than 90.
- 6, 12 and 7 are some of my factors.

What number am I?

Can you spot any countries?

