



Coopers Lane Primary School

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Head Teacher: Mr Paul Hooper

30th September 2024

Dear Parents and Carers,

Re: Waterloo and London Bridge Parent / Carer and Teacher Meetings

In October 2024, we are holding our parent/carer meetings in school for the above classes. The meetings are an opportunity for you to meet with your child's class teacher to discuss how they've settled into their new year group and their progress.

The meetings will be held on:

Tuesday 22nd and Wednesday 23rd October 2024 (3.40pm – 6.30pm).

You will be able to book your meeting by logging into your [SchoolCloud](https://cooperslane.schoolcloud.co.uk/) account - <https://cooperslane.schoolcloud.co.uk/>. This allows you to choose your own appointment times with the teacher and you will receive an email confirming your appointments.

The system will go live and appointments can be made from **Wednesday 2nd October 2024 at 6.00pm** and appointments will be allocated on a first come, first served basis. Please login over the next couple of days to ensure you are able to log in before booking goes live. If you are experiencing any difficulties, please contact the office.

Please login with the following information:

Your First Name and Surname

Email address

Student's First Name

Student's Surname

Date of Birth

Appointments will be limited to 10 minutes to avoid overrunning and unnecessary delays.

If you are unable to book an appointment, please contact the school office, where we will be happy to help, bookings will close **Friday 18th October 2024 at 8.00pm.**

To book your teacher conference, please follow the link above.

Kind regards,

Paul Hooper
Head Teacher



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