

## Coopers Lane Primary School

Pragnell Road, Grove Park, London SE12 0LF T: 020 8857 7680

E: info@cooperslane.lewisham.sch.uk W: www.cooperslane.lewisham.sch.uk



**Head Teacher: Mr Paul Hooper** 

11th November 2020

## **Dear Parents and Carers**

I am writing to give you more information about the meetings with class teachers that we have planned this week. Hopefully you have all booked an appointment through the school cloud website and have the time and date for your meeting(s).

## **Using School Cloud**

- Login to schoolcloud <a href="https://cooperslane.schoolcloud.co.uk/">https://cooperslane.schoolcloud.co.uk/</a>
- You will see a countdown on the screen, showing how long it is until your appointment
- Once the countdown is finished click on 'start meeting'
- The video will open and your meeting will begin
- A countdown will start at the top of the screen (10 minutes) so you can see how long you have remaining in the meeting
- Teachers will start to wrap up the meeting just before 10 minutes as the system will automatically end the meeting after 10 minutes

We suggest logging on to the schoolcloud website at least 10 minutes before your appointment, just in case you have any problems. The meetings will start on time, so please make sure you are ready for the start time as we cannot extend any of the meetings. If you arrive late, your meeting will unfortunately be cut short.

If you are using an iPhone, we suggest you use safari as the browser to open schoolcloud as the video works best with this.

If you have any problems at all, please call the school office 020 8857 7680

Kind regards

Paul Hooper

**Head Teacher** 

















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