



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

5th December 2017

Dear Mums, Dads and Carers,

Re: Reception – Year 6 Parent/Carer Conference Meetings

We will be holding our Parent/Carer conference meetings on **Wednesday 10th and Thursday 11th January 2018**. This is an opportunity for you to meet with your child's class teacher and discuss how they have settled into the new school year. During the meeting you will be given your child's current targets, and there will be time to discuss how you can help support your child(ren) at home to achieve their targets.

Please indicate **two** preferences below and a 10 minute slot will be allocated to you within that time period. **An appointment slip will be sent home with your child.** We will adhere to the preferred time as much as possible. Appointments will be limited to 10 minutes to avoid overrunning and unnecessary delays.

I would be grateful if you would please ensure you return the completed form no later than Monday 11th December.

Yours sincerely

Paul Hooper
Head Teacher

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RECEPTION – YEAR 6 PARENT/CARER CONFERENCE MEETINGS WEDNESDAY 10TH AND THURSDAY 11TH JANUARY 2018

Please indicate a time and an alternative time when you would be able to come in and talk to your child's class teacher:

Child's name Class.....

Signed Date

Name and classes of brothers and sisters

.....

Wednesday 10th January

- | | |
|--------------------------------------|--------------------------------------|
| 3:30 – 4:00 <input type="checkbox"/> | 5:00 – 5:30 <input type="checkbox"/> |
| 4:00 – 4:30 <input type="checkbox"/> | 5:30 – 6:00 <input type="checkbox"/> |
| 4:30 – 5:00 <input type="checkbox"/> | 6:00 – 6:30 <input type="checkbox"/> |

Thursday 11th January

- | | |
|--------------------------------------|--------------------------------------|
| 3:30 – 4:00 <input type="checkbox"/> | 5:00 – 5:30 <input type="checkbox"/> |
| 4:00 – 4:30 <input type="checkbox"/> | 5:30 – 6:00 <input type="checkbox"/> |
| 4:30 – 5:00 <input type="checkbox"/> | 6:00 – 6:30 <input type="checkbox"/> |

