Lewis Elementary

How do I contact my child's teacher?



Get the CTLS Parent App

- Download the "CTLS Parent" mobile app from the App Store or Google
 Play store.
- Use your existing ParentVue username & password to log-in.
- No ParentVue account? No problem. Go to the user icon (a) and select the "Don't have a ParentVue Account" option. Follow the steps provided.

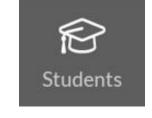


Messaging the Teacher

• Once in the app, tap the menu (3 horizontal bars) at the top left.



Select Students in the left column and tap your child's name.



Choose the **Messages** icon at the bottom. Messages Reply directly to a received message, or press the icon to send a new **message**.







Help Resources

- Find all CTLS Parent Help documents by <u>clicking here</u> or the following URL: https://www.cobbk12.org/page/34659/ctls-parent
- Is the system not accepting your phone number or email (associated with the enrolling adult)? Contact the Lewis ES front office at: 770-975-6673