

Oaklands Catholic School and Sixth Form College

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Edith Stein Catholic Academy Trust
(A Company Limited by Guarantee)
Registered in England and Wales, Company No 07721932

Headteacher: Matthew Quinn B.Ed (Hons), M.A., NPQH

Our Ref DG/RM

04 March, 2024

Dear Parents/Carers,

Year 13 Parents' Evening: Wednesday 27 March, 2024

I write to invite you to attend the Year 13 Parent's Evening which will be held in the Sixth Form building on Wednesday 27 March 2024 from 4.30pm – 8.00pm.

Given we are approaching less than seven teaching weeks before the final exams begin, this is an important opportunity to discuss with subject teachers how your son/daughter is progressing on their courses and what needs to be achieved going forward following Year 13 Mock Exams.

It is expected that your son/daughter will be present for the evening so that the consultation process is used to maximum effect.

Although the meeting is in person, we are using the online parent's evening software to book the seven-minute appointments. Instructions for booking are provided on page two of this letter. If you have any issues with the booking process, please contact Mr Bamford – m.bamford@oaklandscatholicschool.org.

There will be also be a student finance representative from the University of Portsmouth who will be able to answer any questions that you may have regarding student finance for university.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'D Godwin'.

Mr D Godwin
Director of Sixth Form
Assistant Headteacher

Your Details

Title: Mrs, First Name: Rachael, Surname: Abbot

Email: rabbot@gmail.com, Confirm Email: rabbot@gmail.com

Student's Details

First Name: Ben, Surname: Abbot, Date Of Birth: 20 July 2000

Log In

Step 1: Login -

Fill out the details on the page then click the *Log In* button.

A confirmation of your appointments will be sent to the email address you provide.

Parents' Guide for Booking Appointments

Browse to <https://oaklandscatholic.schoolcloud.co.uk/>

Parents' Evening

This parents' evening is an opportunity to meet your child's teacher. Please enter the school via the main entrance and sign in at reception.

Click a date to continue:

Thursday, 16th March
Open for bookings

Friday, 17th March
Open for bookings

I'm unable to attend

Step 2: Select Parents' Evening

Click on the date you wish to book.

Unable to make all of the dates listed? Click *I'm unable to attend*.

Choose Booking Mode

Select how you'd like to book your appointments using the option below, and then hit Next.

Automatic
Automatically book the best possible times based on your availability

Manual
Choose the time you would like to see each teacher

Next

Step 3: Select Booking Mode

Choose *Automatic* if you'd like the system to suggest the shortest possible appointment schedule based on the times you're available to attend. To pick the times to book with each teacher, choose *Manual*. Then press *Next*.

We recommend choosing the automatic booking mode when browsing on a mobile device.

Choose Teachers

If there is a teacher you do not wish to see, please untick them before you continue.

Ben Abbot

Mr J Brown (SENCO)

Mrs A Wheeler (Class 11A)

Continue to Book Appointments

Step 4: Choose Teachers

If you chose the automatic booking mode, drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

Select the teachers you'd like to book appointments with. A green tick indicates they're selected. To de-select, click on their name.

Confirm Appointment Times

The following appointments have been reserved for two minutes. If you're happy with them, please choose the Accept button at the bottom.

Teacher	Student	Subject	Room
Mr J Sinclair	Ben	English	E6
Mrs D Mumford	Ben	Mathematics	M2
Dr R Monamara	Andrew	French	L4

Accept Appointments | Cancel Appointments

Step 5a (Automatic): Book Appointments

If you chose the automatic booking mode, you'll see provisional appointments which are held for 2 minutes. To keep them, choose Accept at the bottom left.

If it wasn't possible to book every selected teacher during the times you are able to attend, you can either adjust the teachers you wish to meet with and try again, or switch to manual booking mode (Step 5b).

Teacher	Student	Subject	Room
Mr J Brown (SENCO (A2))	Ben		
Miss B Patel (Class 10E (H3))	Andrew		
Mrs A Wheeler (Class 11A (L1))	Ben		

16:30: Miss B Patel (Class 10E (H3)) ✓

16:40: Miss B Patel (Class 10E (H3))

16:50: Mr J Brown (SENCO (A2)) + Mrs A Wheeler (Class 11A (L1)) +

17:00: Mr J Brown (SENCO (A2)) + Mrs A Wheeler (Class 11A (L1)) +

Step 5b (Manual): Book Appointments

Click any of the green cells to make an appointment. Blue cells signify where you already have an appointment. Grey cells are unavailable.

To change an appointment, delete the original by hovering over the blue box and clicking *Delete*. Then choose an alternate time.

Once you're finished booking all appointments, at the top of the page in the alert box, press *click here* to finish the booking process.

Year 11 Subject Booking

Thursday, 12th April

My Bookings

Teacher	Student	Subject	Room
Mr J Brown	Ben	English	E6
Mrs A Wheeler	Ben	Maths	M2
Dr R Monamara	Andrew	French	L4

Step 6: Finished

All your bookings now appear on the My Bookings page. An email confirmation has been sent and you can also print appointments by pressing *Print*. Click *Subscribe to Calendar* to add these and any future bookings to your calendar.

To change your appointments, click on *Amend Bookings*.