

Oaklands Catholic School and Sixth Form College

Stakes Hill Road
Waterlooville
Hampshire
PO7 7BW

☎ 023 9225 9214
🌐 www.oaklandscatholicschool.org
@ oaklands@oaklandscatholicschool.org

Executive Headteacher: Richard Cunningham BA (Jt Hons), PGCE (Cantab), MSc, CMgr, FCMI
Head of School: Amy Bonnington BA (Hons), PGCE, MA



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Our ref: AMG

5th March 2026

Year 8 Parents' Evening Consultation: Thursday 19th March 2026

Dear Parents/Carers of Year 8 students,

The Year 8 Parents' Evening will be held **in-person in the Main School Hall on Thursday 19th March, 16:30-20:00**. An online system will be used to book appointments, even though we are meeting in-person.

The evening will run from **16:30 to 20:00**, with 5-minute appointments for each subject. Before the booking system goes live to parents, staff will have indicated the three-hour period during which they are available.

To help students and parents/carers prepare for the evening, students are being asked to show the work in their exercise books/online work on Teams/ClassCharts to their parents/carers, where practical, for given subjects. It is hoped that this will create a dialogue at home about the work and progress made by the students, as well as help families prepare for more constructive discussions with teaching staff at the Year 8 evening on 19th March. To facilitate this, no *written* homework will be formally set for Year 8 students in the week commencing 9th March; the task instead will be to bring home and share their books/work on Teams/ClassCharts.

On pages 2 and 3, I have provided instructions on how to book the appointments. The system links to our SIMS data system and will allow parents/carers who are 'priority 1' and 'priority 2' on our records to make the appointments. **The window to make the appointments will be from 6pm on 5th March until 12pm on Thursday 19th March.** I would urge parents to perform this task as soon as possible as if there are any issues with access, it will give me more time to resolve them.

The focus of this evening will be academic subjects, so we would ask that you do not make appointments with your child's tutor. Tutors are Year 8 teachers themselves, so they need to remain available for subject appointments. Please use the email facility to communicate with your child's tutor if there are any pastoral concerns. Mr Semple (Head of Year 8) and Mrs Rowsell (SENCO) are also available during the evening.

Please contact the subject teacher or Mr Semple if there are any queries you may have following your appointments.

I hope these instructions are clear. If you have any difficulties, or any questions relating to this event, please do not hesitate to contact me at a.gorman@oaklandscatholicschool.org.

Yours sincerely,

Mr A Gorman - Assistant Head of School

Parents' Guide for Booking Appointments

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

Welcome to the 'see money parents evening booking system'. Appointments can be attended via a link from the email confirmation - please ensure your email address is correct.

Your Details

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

Email: rabbot4@gmail.com | Confirm Email: rabbot4@gmail.com

Student's Details

First Name: Ben | Surname: Abbot | Date Of Birth: 29 July 2006

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.

September Parents Evening

This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September. Note that on the 13th there will be sessions available both in-person and via video call.

Click a date to continue

- Monday, 13th September
In-person & video call
Open for bookings
- Tuesday, 14th September
In-person
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

Set the earliest and latest times you can attend, select which teachers you'd like to see, and then press the button to continue.

Choose earliest and latest times

14:00 | 14:36 | 15:24 | 16:12 | 17:00

Your availability: 14:00 - 17:00

Step 4: Select Availability

Drag the sliders at the top of the screen to indicate the earliest and latest you can attend.

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 5: Choose Teachers

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
17:10 Mr J Sinclair	Ben	English	E6
17:25 Mrs D Mumford	Ben	Mathematics	M2
17:45 Dr R Monamara	Andrew	French	L4

[Accept Appointments](#) [Cancel Appointments](#)

Step 6: Book Appointments (Automatic)

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.

	Mr J Brown SENCO (A2) Ben	Miss B Patel Class 10E (H3) Andrew	Mrs A Wheeler Class 11A (L1) Ben
16:30		✓	
16:40			
16:50	+		+
17:00			+

Step 7: 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.

You can optionally leave a message for the teacher to say what you'd like to discuss, or raise anything beforehand.

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.

September Parents Evening			Tuesday, 14th September
2 appointments from 16:15 to 16:45			In-person
<a>Print <a>Amend Bookings <a>Subscribe to Calendar			
This is to allow parents and teachers to discuss progress and will take place on 13th and 14th September. Note that on the 13th there will be sessions available both in-person and via video call.			
Teacher	Student	Subject	
16:15	Mr Mark Lubbock	Jason Aaron	English
16:30	Miss Bina Patel	Jason Aaron	Religious Education
September Parents Evening 2 appointments from 16:00 to 16:45			Monday, 13th September Video call
September Parents Evening 2 appointments from 15:00 to 15:45			Monday, 13th September In-person

Step 8: 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*.