



St Augustine's Catholic Primary School

Head Teacher: Mrs J Foley



**We love and learn together by growing
in friendship with Jesus**

Wednesday 30th September 2026

Dear Parents/Guardians

Parents' evening meetings are scheduled for **Wednesday 7th October** running from **3:45pm – 7:15pm** for children in Years 1-6. Appointments for Years 1-6 will be face to face and held in the main school hall. At this early stage of the year, appointments will last 5-minutes, and we would ask that everyone tries their best to keep to timings to avoid long waits for families at the end of the evening.

We will open the school at 3:35pm to enable you to have access to the classroom and **view your child's work prior** to having your appointment with your child's teacher. We appreciate that viewing work before the meeting may not be suitable, so you are always welcome to return to the classroom when your appointments have finished. Some books are new for the start of the academic year and other books, children have carried on their work from last year.

Nursery and Reception Parents' evening will be held on **Wednesday 7th October** running from **3:45pm-7:15pm**.

- Nursery have an informal drop-in session, where you have the opportunity to speak to Nursery staff about your child (Mrs McGrory and Miss Stevens), see their work and the different areas within the learning environment. No booking is required.
- Reception will be hosting **3 formal presentations** in the Caterpillar room covering the Reception Curriculum, useful resources and things you can do at home to support your child. **Presentations will last approximately 20 minutes and will start at 4pm, 5pm and 6:15pm** (you only need to attend one). Following the presentation, there is an opportunity to speak to a member of staff from Reception (Miss Harwood, Mrs Goodwin, Miss Solanki and Mrs Roth-Garai) about your child and how they have settled into school.

Mrs Griffiths, our SENDCO, will be available in the school hall, should you have any SEND queries or if you have concerns and wish to seek advice about your child. Mrs Griffiths appointments will be a 10-minute appointments. No booking is required.

It is not recommended for you to bring your child or children to any of the meetings/presentations. However, if they are in attendance, you are responsible for their supervision throughout the evening.

The meetings will cover the following information: -

- How your child has settled into their new class and progress they are making.
- Behaviour within the classroom, including their attitude to learning.
- Relationships with their peers.
- Targets/areas for your child to focus on this term, so that you can support your child at home.
- Attendance/punctuality.

To book an appointment or a seat at the presentation please following the steps overleaf:



Our Lady and All Saints
Catholic Multi Academy Company
Strong in Faith

Whitefields Road, Solihull, B91 3NZ

Tel: 0121 705 4355

E-mail: 85office@st-augustines.solihull.sch.uk

Website: www.st-augustines.solihull.sch.uk



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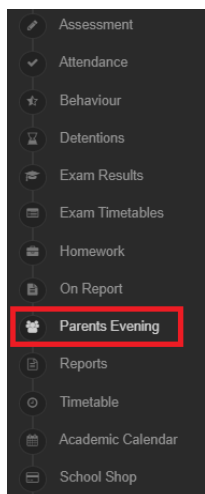
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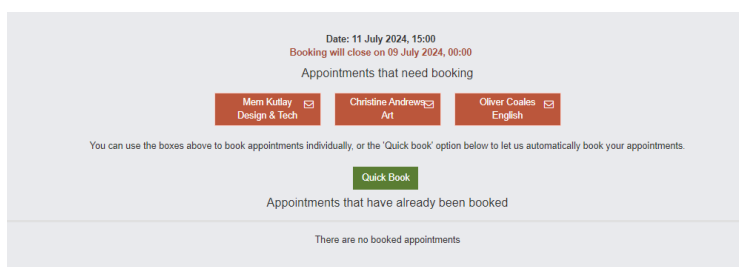


Booking Parents Evening slots on MCAS

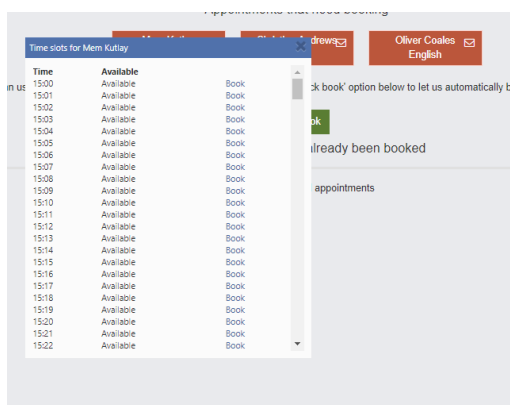
To book a Parents Evening appointment through MCAS, first select Parents Evening from the side Menu.



This will provide the option to either make a booking via a **Manual** or **Quick Book** selection to secure the appointment(s) required.



To select a slot manually, click on the **Teacher** you would like to book an appointment with and then select **Book** next to the slot you would like to select.



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To use **Quick Book**, select the time you will be arriving for the **Parent's Evening** from the drop down and then click **Find Bookings**.

Parents' Evening - Quick Book

Enter the time that you will be arriving for the parents' evening below. The system will then automatically book your appointments.

Parents Evening: 15:00

Find Bookings

The system will then display the appointments it has selected for you. If any are unsuitable you can deselect them using the tick boxes on the right hand side, otherwise select **Book Appointments**.

Parents' Evening - Quick Book

We have found the following appointments for you. You can uncheck any that you are not happy with.

Time	Teacher	Subject	Location	
15:00	Mem Kutlay	Design & Tech	Default Location	☒
15:01	Christine Andrews	Art	Default Location	☒
15:02	Oliver Coales	English	Default Location	☒

Book Appointments Cancel

They will receive confirmation at the top of the screen that the appointments have been booked successfully.

Your appointments have been booked
successfully!

We look forward to welcoming you into school next week. I am around, should anyone need to speak to me.

Yours sincerely

Mrs Foley
Head Teacher



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