

The Toose, Abbey Manor Park
Yeovil,
Somerset
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Headteacher: Mrs C Hodgson BA (Hons)



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Preston Primary Academy Trust

9th February 2026.

Parents' Evenings – Monday 23rd & Tuesday 24th March 2026

Dear Parents/Guardians,

Please read this letter carefully (a reminder will be sent just before the booking window opens).

Our Parent Evening booking system will be run via our new website (website provider Juniper). Initially you will be sent an email (this week) inviting you to create an account and set a password to enable you to book parent evening appointments in March. You can create your account in advance or leave it until the booking window opens. A further email will be sent inviting you to book a slot of 10 minutes any time between 3.30pm – 6pm on either of the dates above. This second email should arrive via email on Friday 6th March.

Both emails will come from either our email address (office@preston.ppat365.org) or support.jw@junipereducation.org. The slots will be allocated on a first come first served basis. If you do not receive an email, please firstly check your junk or spam inbox before contacting us. If you have still not received an email, please contact the school office.

Please see overleaf for full instructions on how to book your parent evening appointment/s. The booking window will be open between Friday 6th March and Thursday 19th March.

If your child has SEN needs, your child's class teacher can discuss this with you.

If you have any questions, do not hesitate in contacting us.

Yours sincerely,

L Watkinson

Mrs Lindsey Watkinson,
Receptionist/Admin Assistant.

P.T.O

Preston Primary Academy Trust. Registered address: Kingfisher Drive, Houndstone, Yeovil, Somerset, BA22 8FJ.
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Parent Evening Booking Instructions

As a parent, you can access the booking system by following these instructions:

1. Open a web browser.
2. Enter www.prestoncofeprimary.co.uk/parentportal/parents-evening
3. When prompted, enter your email address (the one registered with us) and enter your password (if you have already set up your account) or select 'forgot your password' – this requests a password reset email. Follow the link from this email.

Booking Appointments

Follow these steps to book an appointment:

1. Select the child you want to book an appointment for in the right-hand corner of the screen (select the circle containing their initials).
2. Select the day for the appointment.
3. Select a time slot for each teacher you want to book with, then select '**reserve**'. Your selection will show in green with the word '**reserved**'. The slot will only be reserved for 10 minutes.
4. Select '**save**' (bottom right corner) to confirm the reservation.

This system is new to us; therefore, we do anticipate a few teething issues, please bear with us!

After School Clubs

Please note that Mr Bourne's clubs will run as normal on Monday & Tuesday (23rd & 24th March), but the following clubs will be **cancelled on the Tuesday**:

- Languages (Mrs Rich)
- Year 5 & 6 Football (Mr Branch)
- Sewing (Mrs King)
- Construction (Mrs Margetts)

*Cookery Club with Mrs Mann will run at lunchtime on Tuesday 24th March instead of after school.

Thank you.