

Dear Parent/Carer,

**Parent and Progression Evening – Wednesday 7th February, 4.30 - 7.00pm**

I would like to take this opportunity to invite you to our Parent and Progression Evening on Wednesday 7th February. On this evening you will have the opportunity to meet with your son/daughter's subject tutors, review their academic progress and identify their next steps towards positive progression.

All meetings will take place in college and students will be able to make appointments with their tutors in the coming weeks. As stated above these will take place between 4.30 – 7.00pm. There will also be an opportunity on this evening to speak to our careers and welfare teams in college and also visit university providers.

We hope this event will provide an opportunity for us to discuss and suggest ways to best support your son/daughter in achieving their potential.

All students will be provided with a booking form during their tutorial and it is their responsibility to make appointments with each of their subject tutors. We look forward to seeing you.

**Preston College Careers Fair (Wednesday 21st February)**

In addition to our Parent and Progression Event, Preston College will also be holding our annual Careers Fair. This will allow your son/daughter to explore the progression options and opportunities in other FE courses, apprenticeships, full-time employment and higher education pathways. The fair is on-site and students will have the opportunity to visit throughout the course of the day.

**Parent Portal**

A reminder that as a parent or carer, you can access live information regarding your son/daughter's performance at College via the Parent Portal. This includes your son/daughter's Progress Report, current attendance levels, exam entries and results, enrolments and more.

To access ProPortal, please visit <https://parentportal.preston.ac.uk> and click 'Submit An Account Request' to register. Once a request has been submitted and verified, you'll be sent login details within 3 working days. For any technical issues or if you experience any problems logging on, do not hesitate to contact us directly on 01772 225115 or [parentportal@preston.ac.uk](mailto:parentportal@preston.ac.uk).

If you require further information about our Parents and Progression Evening or any other matter concerning your son/daughter, please do not hesitate to contact the relevant Student Manager. Their contact details can be found on the Preston College website <https://www.preston.ac.uk/14-19-school-leavers/information-for-parents-guardians/student-manager-contact-details/>.

Yours sincerely

Kate Morris  
Pastoral manager ( 16-19 and adult provision)