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Tapestry - Online Learning Journey

Dear Parents,

We have decided that start using a piece of software, as a whole school, which will allow us to share some of your child's learning in a digital way. It allows us to capture learning through photographs and video clips and share them with you.

Using a piece of educational software called 'Tapestry' every child will have their own individual learning journey. By logging on with a secure username and password you will be able to access your child's journey. Parents are only able to view their own child's journal and all information is stored on a highly secure server, which is monitored closely.

Tapestry allows you, as your child's primary educator, to add observations and photographs of your own as well as share your comments. We love to hear about learning and WOW moments from home to share with your child in school.

Because children play in close proximity with their friends it does not reflect a true picture of their time at school if photographs are only of a single child. Therefore photographs of your child may appear on their friends learning journeys.

E-safety is extremely important to us and therefore we ask you to provide us with the following information and to sign the agreement to show that you have read, understood and agree with our guidelines.

We are aware that some parents are already familiar with Tapestry from when their children were in Reception and may already have login details. We ask you to complete the form attached again to ensure that we have your correct details and that the guidelines have been agreed to.

If you have any questions, please feel free to ask.

Yours sincerely,

Miss Watson

Tapestry Online Learning Journey - Parents' Guide

Introduction

All children have a personal on-line Learning Journey which records photos, observations and comments, in line with the Early Years Foundation Stage and National Curriculum, to build up a record of your child's experiences during their time with us.

We use Tapestry, a system, which is hosted in the UK on secure servers. You will have secure access (via email address and password) to your child's Learning Journey and, in addition to viewing our contributions; we encourage you to add to it by uploading photos and comments, or commenting on observations made by us.



Where do I start?

Once you have given us an email address, we will set up an account for you. Go to <https://eylj.org> on your computer, or the Tapestry app can be downloaded on both iOS and Android devices. Login using you're the activation email that will be sent to you and create your own password.

Viewing my child's Learning Journey

Once logged in, you will see your child's observations on your home screen in a list - selecting any one of these will open up the observation for you to look at. You may add comments in the box at the bottom of the observation if you would like to - and we would love to receive such comments!

Adding an entry to my child's Learning Journey

Choose the 'Add Observation' option (or the 'plus' icon on your iphone/ipad) and add the relevant information in the boxes on screen. Photos and videos may be uploaded by choosing the 'add media' option. When you have saved your observation, you may go back to the home screen at any time by choosing 'home'.

Let us know how you get on!

To be returned to school

Agreed guidelines for accessing and using

Tapestry 'Online Learning Journeys'

As a parent...

- I will **not** publish any of my child's observations or photographs on any social media site.
- I will keep the login details within my trusted family.
- I accept that my child's photograph may appear on their friends learning journal account and I may see pictures of my child's friends on my child's personal account.
- I will only add observations and comments of a positive nature.
- I will speak to a member of staff if I experience any difficulties accessing my child's learning journey.
- I agree to the above guidelines and have read accompanying information sheets.

Print name: _____

Name of child: _____

Signature: _____ Date: _____

Email address: _____

Once this form has been returned, you will be sent an activation email containing your login details.

