

St Dunstan's RC Primary School

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Dear families,

In Early Years we create individual 'Learning Journals' for your child through a piece of educational software called 'Tapestry'. By logging on with a secure username and password, you will be able to view all of your children's observations, photographs and even videos from their time in Early Years. Parents are only able to view their own child's journal and all of this information is stored on a highly secure server, which is monitored closely.

You will receive an email telling you when a new observation is available for you to view, which you will then be able to add your own comment to. We also really encourage you to add your own photographs and observations to your child's learning journey.

E-safety is extremely important to us at St Dunstan's, therefore we ask you to provide us with the following information and to sign the agreement on the following page.

We are sure that you will love this way of viewing your child's achievements as much as we do. If you need any help accessing your child's learning journey then please speak to a member of staff, who will be happy to help.

Yours sincerely,

Mrs G. Baker

Early Years Leader

Agreed guidelines for accessing and using Tapestry 'Online Learning Journeys'

As a parent I will...

Not publish any of my child's observations, photographs or videos on any social media site.

Keep the login details within my trusted family.

I agree to the guidelines:

Print name: _____

Name of child: _____

Signature: _____ Date: _____

Email: _____

Please return to your child's teacher and you will receive an email link to set a password to access your child's account.

Parents' guide to Tapestry

Where do I start?

Once you have given us an email address, we will create an account for you. You will then receive an email inviting you to set up a parents account on Tapestry. Once you have set up your Tapestry account, you will be able to view your child's learning journey from a computer, tablet or mobile phone. To access it via a computer please visit <https://tapestryjournal.com/>. Alternatively, if you have an iPhone or iPad please visit the iTunes store and download the Tapestry app.

Viewing my child's Learning Journal

You will receive an email when a new Tapestry observation is available for you to view.

Once you are logged in to Tapestry, you will see your child's observations on your home screen in a list. You can select any one of these and it will open 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.

Adding an entry to my child's Learning Journal

Choose the 'Add Observation' option (Or the + icon on your phone/tablet) and add the relevant information into the boxes. 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'. We would really like you to share with us some of the various activities your child enjoys at home.