



# Tapestry 5.6.19

*Last September/October we sent the letter below home. It explained Tapestry and informed parents/carers it is an EYFS/Foundation Stage platform and is not for use in KS1 (Year 1/2). Tapestry accounts will be closed for the year on July 1<sup>st</sup>. Our subscription then starts again and we upload the new 90 children joining September 2019.*

*We hope you have enjoyed viewing your child’s learning journey. We have enjoyed delivering it. Please remember images remain the property of Tapestry and SEIS. We have ‘Looked After Children’ and so images cannot be downloaded, stored or shared elsewhere for Child Protection Purposes.*

*Many thanks*

*The Foundation Stage Team.*

**2018 Letter:**

All children attending Early Years Foundation Stage at South End Infant School will have a personal on-line Learning Journey, which records photos, observations and comments, in line with the Early Years Foundation Stage, to build up a record of your child’s experiences during their time with us.

We will use **Tapestry**, a system, which is hosted in the UK on secure servers (GDPR Compliant). 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. Your observations may not always get a comment from your teacher (as we check the accounts in our own time during weekends and evenings), but we love to see these uploads and we will give them a “like.”

Please, at all times be mindful and respectful when using Tapestry. It is a wonderful system, but it is time consuming for staff. Please be patient with the administration.

The content we upload is the property of South End Infant School and will only be used safely within school. Images and videos will not be shared elsewhere. We take data protection and online safety very seriously. We do not allow parents/carers to store or publish Tapestry images, videos or observations outside of the app/secure server. We comply with GDPR regulations on the storage and administration of personal information. Please respect our online safety rules. We have protected/looked after children within our school who, for child protection reasons, CANNOT have their photo or name published outside of school. **Failure to comply with the rules will result in immediate suspension of your child’s Tapestry account.**

Your child will have an Online Learning Journal during their year in Reception (EYFS). The journal will end when they finish their EYFS year in July. We will warn you before we de-activate their account so you can have one last look through the journal. We cannot allow you to download their journal due to journals containing group images which may contain protected children or children whose parents do not want images to be shared outside the school.

Accounts will be activated using the primary email address you have provided in the School Information Booklet. This will happen by the end of September. We will let you know when we are activating the accounts. You will receive and activation email which you must respond to within 24 hours. This email allows you to set up a password. Please fill in the slip below to agree to our Tapestry terms of use.

Tapestry has been very well received and parents/carers have enjoyed seeing their child’s learning experiences. We hope you love it too.

Parent/Carer .....

I agree to the South End Infant School Tapestry Terms Of Use.

1. To be patient and polite when using Tapestry.
2. To respect staff administrating the Learning Journal.
3. To not download or share images/information from Tapestry (for Child Protection Purposes).

Signature.....Child’s Class.....

**Thank you for signing this in 2018**