

04 September 2017

Dear Reception Families

In Foundation Stage we have always documented each child's learning journey and presented it to parents at the end of the school year. Over time, the format of our learning journey has evolved, in line with technology. We now use an online learning journal called Tapestry.

What is an online Learning Journal?

Using a piece of educational software called 'Tapestry' every child in Foundation Stage will have their own individual learning journal. A learning journal is a way to capture and document a child's ongoing development and learning. An online journal allows us to share this information with you regularly and enables you to respond and discuss these successes as they happen. Staff will upload observations, photos and short videos on a regular basis, to build up a record of your child's experiences and progress during their time with us.

Why is it important?

It supports a close working relationship between home and school, keeping you up to date with what your child has enjoyed at school and their accomplishments. You are also invited to upload observations, giving us an insight into the interests that your child has and achievements they accomplish outside of school.

In school, the information from observations is used to inform planning, allowing us to create a motivating environment for your child's next steps in learning.

How do I access it?

We will set up an account for you using the email addresses you have given to the school. The application can be accessed on your computer, iPhone, iPad or any smart device. The Tapestry app can be downloaded for free; search for Tapestry Mobile. When we have saved an observation you will receive an email informing you, it can then be viewed by you and comments can be added. You may also like to make observations of your own by uploading photos, short videos and writing comments. Parents are invited to upload home experiences once or twice per term. These should demonstrate new learning and can be thought of as 'WOW' moments.

E-safety

At school, children play in close proximity with their friends, it does not reflect a true picture of their time in Foundation Stage if photographs are only of a single child. Therefore photographs of your child may appear on their friends learning journals. E-safety is extremely important to us, therefore we ask you to sign the agreement attached to show that you have read, understood and agree with our guidelines. We will inform you of your passwords once we have collected parental agreement. Thank you in advance for your support.

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For further information, you are invited to attend our Tapestry workshop on **Thursday 21 September** in the Heart Space. We will go through in a little more detail how Tapestry works.

Yours sincerely

Jennifer Wood
Assistant Head Teacher for Phase One

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.
- 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 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 _____

By signing and returning this form you agree to Dixons Allerton Academy creating a Tapestry online learning journey for your child.