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Dear Parents/ Carers

We have decided to create individual 'Learning Journeys' for your child through a piece of educational software called 'Tapestry' which was discussed at the initial parents meeting. By logging on with a secure username and password you will be able to view some of your child's observations, photographs and even video from their time in Reception. You will even receive an email telling you when a new observation or piece of work is available for you to view. This will enable you to follow your child's progress closely and you can reflect upon achievements with your child. You can add comments so that, we as a staff find out about which activities your child really enjoys and about the learning they get up to at home. Staff will reference your child's learning to the EYFS profile so you will know which area of learning your child is achieving in and the age-band they were working in for that activity. Please note this is just one of the many forms of assessment we use, so whatever is on Tapestry is not the only information we use to assess your child's development.

All of this information is stored on a secure server which is monitored closely. E-safety is extremely important to us at Sprowston Infants, therefore we ask you to provide us with the following information and to sign the agreement and other information overleaf to show that you understand and will agree with our guidelines. Please return by **Friday 2<sup>nd</sup> October**. We understand how much parents enjoy our Learning Journey books to have a record of their child's time in Early Years, so we intend to keep pieces of work and short observation notes that show your child's achievements in folders as well as online. These folders are kept in class and you are free to look at your child's work at any time.

We are sure that you will love this new way of viewing your child's achievements as much as we do!

Many Thanks

Emma Wyatt

EYFS Lead

**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.
- Speak to a member of staff if I experience any difficulties accessing my child's learning journey.

I agree to the guidelines:

- Print name: \_\_\_\_\_
- Name of child: \_\_\_\_\_
- Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Once this slip has been returned we will issue you with your password.**