19th October 2021

Dear Parents and Carers,

We are very pleased to announce that we are now using Tapestry as our online learning journal provider.

### Tapestry introduction

Ecclesfield Primary School ensures that all children attending the Early Years Foundation Stage have a personal Learning Journey which records photos, observations and comments, in line with the statutory Early Years Foundation Stage curriculum. This is to build up a record of each child's achievements during their time with us. It will also show children's developmental progress throughout their time in the EYFS.

Tapestry allows you to login with a secure username and password so you can view all your children's observations, photographs and videos. You can like and comment on observations that we add for your child and it's also possible for you to add your own observations. Your comments and own observations will allow us to find out about which activities your child really enjoyed and the learning they get up to at home.

### Tapestry access and permission

In order for us to give you access to your child's journal, we need your permission to share your name and email address with the system.

You will only have access to your child's journal and this cannot be seen by other parents. However, children in the class will sometimes be photographed with others as they work together. _If you do not want your child to appear in photographs with other children please let us know via Squid._ Once the Learning Journal is set up, it is crucial that you do not share photos or videos from your child's book on social media or through other online platforms. Any incidents where this confidentiality is broken will be dealt with very seriously and may result in your access to the system being withdrawn.

If you give your permission, we will set you up with your own individual account using your email address. This account will be directly linked to your child/ren's account/s, which means you will only be able to see observations that include your child.

You will then be able to login with your email address and password to either the browser version of Tapestry (tapestryjournal.com) or to the app. Tapestry has apps for iOS, Android and Amazon Fire devices. If you choose to use the app, after you login initially, you can use a 4-digit PIN to quickly log back in.

Tapestry securely stores all the data we input to our account on their servers. If you want to find out more information about how Tapestry keeps our data safe and secure, you just need to go to https://tapestry.info/security.html.

If you would like to proceed, please complete the £0.00 sQuid entitled "Tapestry Permission" by 11.59pm on Monday 1st November. Once this has been received, we will then provide you with details about how to access and use your Tapestry account.

We do hope you enjoy using Tapestry, further information can be found in our Tapestry policy and on their website https://tapestry.info/parents-carers.html. As always, please do let us know if you have any questions about it.

Thank you for your continued support,

Emma Garnett

Foundation Stage Lead

### Frequently Asked Questions

Why use an online system?
Hand writing observations, printing out photos, cutting out and sticking all of these into a paper learning journal is very time consuming. By taking photos and videos that can be instantly uploaded this increases the time that staff can spend with your children, supporting their learning.

How do I get onto the system?
Tapestry can be accessed online at: https://tapestryjournal.com/ once you have entered a password from the link which will be emailed to you. You will then be able to log on using your email and password. Tapestry is available as a free app from the Apple Store and also on Android devices. We ask you to provide us with an email address so that we can set you up a personal account. This will be a secure way of logging in, and you will only be able to see your own child's learning journal.

### I don't have a computer, laptop, tablet or smartphone. How can I access Tapestry?

If you are unable to access the Internet on any device at home, then please come and see us as we may be able to set up sessions at school for you to come in a view your child's learning journal.

### How can I access Tapestry?

One of the reasons for us choosing Tapestry was ease of use. It is a very easy system to use, but should you have any problems, a member of the Early Years Team will be happy to support you.

### Why do you need my email address?

Your email address is required in order to set you up with access to your child's account. It is to ensure security on the site.

### What if I do not give permission for group photos?

If you do not give permission for your child's photo to appear in any group photos then the photo will not be shared and you will only see photos that include your child on their own.