



Merstham Primary School

25th September 2019

Dear Parents and Carers,

All Nursery and Reception children attending Merstham Primary School have a personal 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.

This year we are using Tapestry, an online system, provided by a GDPR compliant company using secure servers in the UK to store data. You will be able to access your child's Learning Journey and the benefits to yourselves from Tapestry being on-line, means, you will have secure access (via a website <https://tapestryjournal.com> or by using the 'Tapestry' App on mobile devices, which you login to using your email address and a password). This gives you access 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. 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.

If you do not have access to e-mail your child is still able to have an online Learning Journey which you can access through the use of school computer equipment during specific dates throughout the year. It is also possible to provide print outs of the Learning Journeys, each child will receive an electronic copy with their Learning Journey on at the end of the year. (Please note each parent only has access to their own child's Learning Journey)

E-safety is extremely important to us at Merstham Primary School, 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. If you have any questions or queries about the on-line Learning Journeys please do not hesitate to ask your child's class teacher. Please return by Friday 27th September.

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

Many thanks

Miss Bremner and Miss Thatcher

Tapestry Learning Journey

I give permission for Merstham Primary School to create an online Tapestry Learning Journey for (name of child).

The e-mail address I would like to link with the account so I have access to my child's Learning Journey is
(provide your e-mail address, please write this clearly)

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 or any observations, photos or videos of other children in EYFS.
- I will keep the login details secure within my trusted family.
- I agree to my child appearing in group photographs that may be included in other children's Learning Journey's.
- I will speak to a member of staff if I experience any difficulties accessing my child's learning journey.
- I agree to EYFS staff working on their Learning Journey at home and in line with the Staff policy and user agreement.

Print name: _____

Name of child: _____

Signature: _____ Date: _____

Email: _____

Please return to your child's teacher by Friday 27th September and your account will be set up. Then you will receive an email to activate your new account

