



Headteacher: Michael Dillon B Ed (Hons) MA

June 2022

Dear Parent/Carer,

Please see the link below to view the information following on from the new parent information meeting. There is also information regarding Tapestry, please complete the agreement and return via email.

<http://birchhill.ovw2.devwebsite.co.uk/page/?title=New+Reception+Parent+Resources&pid=248>

### **Tapestry - September 2022**

We would like to introduce you to a software program that we will be using to record your children's work and to monitor their progress. The program is called Tapestry.

We will be recording our observations of your children's activities in an on-line Learning Journey whilst they are in school, in addition to examples of their adult-led activities. You will be able to log in to the program via the Early Years Learning Journey website ([www.eylj.org](http://www.eylj.org)) or via the Tapestry app and view these observations, and we encourage you to enter your own observations for us to include in your children's Learning Journeys (such as birthdays, special events/achievements)

In order to use this program we need your permission to use your e-mail addresses, provide you with passwords (which we recommend you change on first use), and for your child's journey to be recorded in this way. Please complete the attached form and return it to our office staff so we have your permissions on file. Once these details are on file you will be issued with your password to give you access to the Tapestry program (either by a link from Tapestry to your e-mail direct, or by hand via your class teacher), along with an information sheet which will hopefully answer many of the questions you may have about Tapestry.

Yours faithfully,

Miss Archer  
Early Years Leader

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### **TAPESTRY ON-LINE AGREEMENT FORM**

I confirm that I have been given information about Tapestry and my child's on-line Learning Journey, and would like my child to be included in the program.

I confirm that the e-mail address I would like to link with the account so I have access to my child's Learning Journey is

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(Please write your preferred e-mail address as clearly as possible).

☐ I give permission for my child's photo to be available to other parents in a group he/she is working with. (Please tick this box if you are happy with this aspect; if this box is not ticked then your child's photo will not be shared with other families.)

#### **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
- Understand that my child's image may be used in another child's profile if they are engaged in the same activity. This image will not be shared by the other parent (please see above point). This point will not apply if you have not ticked the permission box above.
- 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: \_\_\_\_\_