TAPESTRY
ONLINE LEARNING JOURNAL

Dear Parents and Carers,

To enable us to record, track and share your child's learning during their time at Nursery. We use a system called Tapestry. This is an 'online learning journal' that enables staff to take photographs, videos and make written observations of the activities your child does at Nursery.

You will then have access to this information (using your email address and a secure password to log in) so you can celebrate this learning at home too. Parents/carers can also add their own photos and comments to the journal.

The system is hosted in the UK on dedicated, secure servers. These servers conform to very high safety standards and are proactively managed by a central security team. The safeguarding of our children is very important to us. Everything that is added to Tapestry will be added to our school account and can only be viewed by the school staff that use the system, and also yourself, using your own log in details. Tapestry admin staff will only access these accounts with prior permission from the school (for example, if required to solve a technical issue). A copy of Tapestry's 'Privacy, Security and Back-Up Policy' is available to view on request.

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. The photographs/videos taken and uploaded to Tapestry by the school are the property of Rockwood Nursery School and you do not have permission to upload them onto any website on the internet. We ask that you protect the images of your own and other people's children by viewing and using them carefully. Any incidents where this confidentiality is broken will be dealt with very seriously and will result in your access to the system being withdrawn.

Below, you will find some 'Frequently Asked Questions' about the system. We would also like to signpost you to Tapestry's website where you will find more information and videos: http://eyfs.info/tapestry-info/introduction

Frequently Asked Questions

Why use an online system?
Creating an Early Learning Journal is statutory for all children in Foundation as a way of assessing their learning. Until recently this was done by hand writing observations, printing out photos and cutting out and sticking all of these into a paper book which was all very time consuming and took staff out of the classroom. By taking photos and videos that can be instantly uploaded, linked to a child and annotated later on in the

day drastically increases the amount of time that staff can spend with your children, supporting their learning. For the first time we will also be able to send you videos. In addition, using an online platform to complete your child's profile means that parents can instantly see what their child has been doing recently in nursery and parents can also share it with family members such as grandparents. This new system means you will have constant access to it and will receive frequent updates.

How do I get onto the system?
Tapestry can be accessed online at: http://eyfs.info/tapestry-info/introduction. It is available as a free app from the Apple Store and also on Android devices. We will ask you to provide us with an email address so that we can set you up a personal account. Once this is set up you will be sent an email allowing you to complete the setup process, including setting your own password. 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 you will still be able to access your child's book by arranging a mutually convenient time with your child's teacher / key person to come into school. You will be provided with access to your child's account and support if needed. I am not very confident with computers or the Internet.

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 Foundation Stage 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 and also so that we can email you when a new observation has been added for your child