

Dear Parents/Carers,

Thank you for submitting your email address enabling us to set up an online learning journey account for your child.

Tapestry is a GDPR compliant company using secure servers in the UK to store data. Further information regarding the security of Tapestry is available and a copy will be added to the policies and procedures folder.

We will use Tapestry to record observations, comments and photos to show progress across Early Years Foundation stage. This will compliment other forms of observing and assessing already in place, you will be able to access your child's Learning Journey (LJ) from a computer via <https://tapestryjournal.com> or by using the 'Tapestry' App on mobile devices. You will only be able to access this by using the log in details that will be given to you on receipt of the signed User Agreement below, this will only give you access to your own child's LJ. You can change your password if wished once you have accessed the account, other family members can be given access on your request. The only people in school with access to your child's LJ will be the class teacher and teaching assistant, who will be responsible for managing your child's LJ, staff will only be able to log in to the children's learning journey via a PIN code and only on devices provided by school. On occasion the class teacher may work on these devices at home.

Many of the most meaningful photographs taken in school show children interacting in group play or activities with peers, we therefore ask that these photos are for your own viewing and not shared publically or uploaded onto any social media websites. Failing to comply with this request will result in the suspension of your child's online learning journey.

We hope that this system will prove to be a positive step in sharing information. As well as viewing contributions, you will also be able to add comments, photos and video.

When you have returned the user agreement below you will be issued with a user guide and log in details.

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Cherry Willingham Primary Academy Tapestry Online User Agreement

Childs Name:

- I agree to Cherry Willingham Primary Academy using Tapestry to create an online learning journey for my child. Yes / No
- I agree to uphold the schools request no to share or upload any photographs showing other children. Yes / No
- I agree to my child appearing in group photographs that may be included in other children's learning journey's. Yes / No
- I agree to keep my log on details secure. Yes / No
- I agree to my child's teacher working on their learning journey at home if required

Please circle Yes or No for each statement. The class teacher will contact you to discuss the steps we will take to adhere to your wishes if you have selected 'No' to any of the statements

Parents/carers Name: _____ Signature: _____ Date: _____

Email address to use - _____