



Through God, We  
Love, Laugh and  
Learn.

# ST. MICHAEL'S CE (VC) FIRST SCHOOL

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Dear Parents and Carers,

The Early Years team at St Michaels First School will be using an online system of recording your child's learning.

**Tapestry** is an Online Learning Journal - a website which can be accessed on a computer or laptop, and also on any Apple or Android device such as a tablet or smart phone. We have chosen this company because they are a secure and also exciting way of keeping track of your child's development and their time with us.

Instead of using a paper book style way of recording, we will be able to instantly upload photos, videos and observations of your children. You are then emailed to alert you that something new has been added to your child's Learning Journal and can log on and view what your child has been up to. A massive advantage of this system is that you can instantly add your own comments and pictures to observations, and can show your child's online book to members of the family etc.

The safeguarding of our children is very important to us. Everything that is added to Tapestry will be added to our class account and can only be viewed by teaching staff that use the system and also yourself, using your own log in. You will only have access to your child's own journal and this cannot be seen by other parents. Also, it is crucial that you do not share photos or videos from your child's book on social media or through other online platforms.

This is an exciting system and if you would like you to find out more about it, on the back of this letter you will find some Frequently Asked Questions about the system. I would also like to signpost you to Tapestry's website where you will find lots of information and videos: <https://tapestry.info/>

Attached to this letter is a permission and information slip to allow us to set up a Tapestry account for your child. Please sign and return it to the class teacher by. You will then be given your account details.

If you have any further questions please do not hesitate to contact us.

Kind regards

The Early Years Team



## Frequently Asked Questions

### Why use an online system?

Hand writing observations, printing out photos, cutting out and sticking all of these into a paper book 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.

We were also impressed with the way in which parents can instantly see what their child has been up to and can also share it with family members such as grandparents.

### How do I get onto the system?

If you consent to us using Tapestry for your child, we will set up an account for you and provide you with log on details.

Tapestry can be accessed online at: [www.tapestryjournal.com](http://www.tapestryjournal.com)

It is available as a free app from the Apple Store and also on Android devices.

We will use your 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 book.

### 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 we can print your child's book each term upon request.

### How do I change my settings?

If during the year you wish to change your email address or add another family member on, please let the teacher know and they will do this for you.

### How do I add an entry to my child's Learning Journey?

Choose the 'Add Observation' option (or the 'plus' icon on your iphone/ipad) and add the relevant information in the boxes on screen. Photos and videos may be uploaded by choosing the 'add media' option. When you have saved your observation, you may go back to the home screen at any time by choosing 'home'

**Tapestry - An Online Learning Journal**  
**Permission Slip**

**Child's Name:** \_\_\_\_\_

To comply with GDPR, we will need your permission before we can use photographs of your child.

- I give permission for an online Tapestry Learning Journey to be created and maintained for my child.
- I give permission for my child's photo to appear in any group photos used in Learning Journeys.
- I agree not to electronically share, by social media or other platforms, any part of my child's Learning Journey.

The email address I wish to use for my Tapestry account is... (please write clearly using upper and lower case as appropriate).

\_\_\_\_\_

**Parent/Carer signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please return this slip to the class teacher.

