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Bridge & Patrixbourne CEP School

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Tuesday 4th October 2022

Dear Parents/Carers,

We are very pleased to announce that we will be using Tapestry as our online learning journal provider.

Tapestry allows you to log in with a secure username and password so you can view all your children's observations, photographs and videos. You can like and comment on observations that we add for your child, although there is no expectation for you to do this. You can also be notified via email either immediately, daily or weekly if there are new entries for you to view.

All data that is entered into Tapestry is stored securely on their servers. If you are interested in finding out more information about this, you can go to <https://tapestry.info/security>.

We will set you up using your email address and once this has been done, you will receive an activation email from which you can set up your own password. You will also be asked to set up a 4-digit PIN which you can use on the Tapestry app. Remember to keep an eye on your spam/junk folders for this email.

Once your account is set up, you can log in from tapestryjournal.com using any web browser, or by downloading the Tapestry app from the Play or App store. Remember, if you are going to use the Tapestry app, you need to ensure auto updates are turned on for your device so you always have the most up to date version.

We hope you enjoy using Tapestry. Please let us know if you have any questions.

Please complete the attached form and give to your child's teacher by Wednesday 12th October 2022.

Kind regards,

Early Years Team



Terms of agreement for accessing and using the Tapestry 'Online Learning Journal'

I agree to Bridge and Patrixbourne CEP School creating a Tapestry 'Online Learning Journal' for my child.

Name of child: _____

I give permission for a Tapestry account to be created for me.

My name: _____

The e-mail address I would like to link with the account is:

Signature of parent/guardian: _____

Date: _____

To comply with the Data Protection Act 2018, we need your permission before we can photograph or make any recordings of your child.

- I will **NOT** share or upload any of my child's observations or photographs to **ANY** social media site.
- I will keep the login details for my child's account secure.
- I accept that when engaging in group play, my child's photograph may appear in their friend's learning journal account and that I may see pictures of my child's friends on my child's personal account.
- I will speak to a member of staff if I experience any difficulties in accessing my child's learning journal.
- I agree to the above guidelines and have read the accompanying information sheets.

Signature of parent/guardian: _____

Please print: _____

Name of child: _____

Date: _____

Please note that you can withdraw your consent, in writing, or request to see photos taken at any time. This form is valid for the duration of your child's time at Bridge and Patrixbourne CEP School. It is your responsibility to let us know if you want to withdraw or change your consent at any time.