



Copplestone Pre-school and Primary

Bewsley Hill, Copplestone, Devon, EX17 5NX

Tel: 01363 84265 Fax: 01363 85055

pre-school@copplestone-primary.devon.sch.uk

www.copplestone-primary.devon.sch.uk



Dear Parents and Carers,

From the autumn term 2018 we have chosen to use an online system of recording your child's learning in Pre-school. Tapestry is a website, which can be accessed on a computer or laptop, and also on any Apple or Android device such as a tablet or smartphone. We have chosen this company because they are secure and it is also an exciting way of keeping track of your child's development and their time with us.

Instead of using the scrapbook style 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 to entries, and can show your child's online book to members of the family.

The safeguarding of our children is very important to us. Everything that is added to Tapestry will be added to our pre-school account and can only be viewed by pre-school staff that use the system, and also yourself, using your own log on. You will only have access to your child's own book 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. Any incidents where this confidentiality is broken will be dealt with very seriously and will result in your access to the system being withdrawn.

We are very excited about introducing this system to our pre-school and would like you to find out more about it too. 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: <http://eyfs.info/tapestry-info/introduction>

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 Mrs Carpenter or Mrs Worrall as soon as possible. You will be given your account details, as soon as we have your permission slip returned.

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

Kind regards

Mrs Worrall
Pre-school Supervisor

Devon Moors Federation:

Chittlehampton C of E (VA) Primary School - Copplestone Primary School - Filleigh Primary School – Kilmington Primary School – Shute Primary School - Spreyton Primary School



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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, school will set up an account for you and provide you with log on details.

Tapestry can be accessed online at: <http://evfs.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. 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 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 Early Years 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 entry has been added for your child.

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Tapestry – An Online Learning Journal Permission Slip

Child's Name: _____

Please delete as necessary

- I do/ do not give permission for an online Tapestry Learning Journey to be created and maintained for my child.
- I do/ do not 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 use _____ (first and surname) as my username.

Parent/Carer signature: _____

Date: _____

Please return this slip to Mrs Worrall at pre-school.