



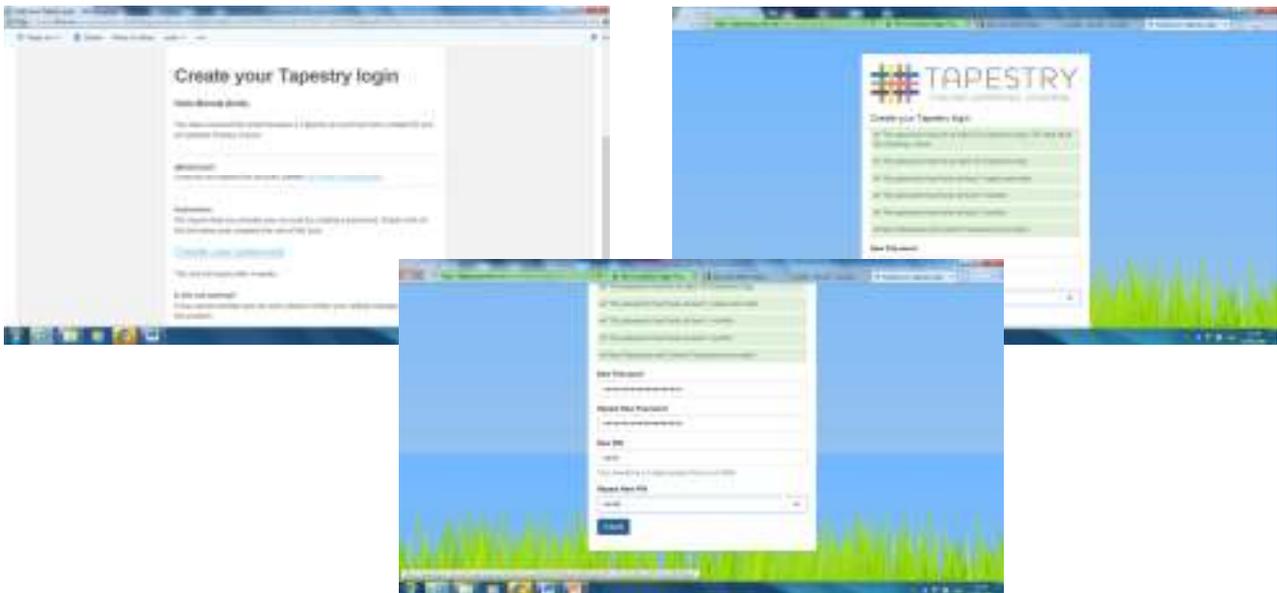
# Tapestry at Fairfield's



Tapestry is an online learning journey where we will record your child's learning. It will include observation comments and photos and videos of your child's learning journey throughout the year. You will also have the opportunity to write about your child's learning at home.

## **Setting up an account**

- We will need an E-mail address to invite you to join Tapestry (One per parent if living separately). We collected these during our home visits so you will not need to do anything unless your E-mail address has changed.
- You will be given a 4 digit PIN number which you will be able to change once you have signed in.
- An E-mail will be sent to your account and will ask you to follow a web link which will allow you to create a password and change your 4 digit PIN.



- You will then be able to sign in to your account.
- You will only be able to see your child when you log on.
- Once you have logged on the screen below will appear. Press your child's name and a drop down box will appear.



- Overview  
This section will allow you to see your child's page with the last 5 observations.
- About Me  
You may fill this section in if you wish but it is not something we expect parents to do.
- Add Observation  
This is one way for you to add an observation about something your child has done at home. We encourage parents to add observations as it builds a bigger picture of your child's learning. Children learn a lot when at home and it is important that this is included in their learning journey. You can upload photos along with your observation.  
When you save your observation it will not automatically be added to the journal. The following message will appear but your observation will have been saved. Once you have saved your observation you cannot edit it.



- View Journal  
This section will allow you to see all observations made and write your own observation.
- Reports  
We have not written any reports at this stage. This section will be blank.

### **General information**

- The assessment on Tapestry is a snapshot of that specific observation, not necessarily where your child is at that point. We will discuss assessment in more detail with you during parent meetings throughout the year.
- In school observations can be added to Tapestry by any member of staff working in the Foundation Stage area.
- Please do not share photos or observation comments from Tapestry on any social media sites.
- Tapestry is not a way of communicating with the class teacher. Please speak to a member of the FS team or ask the office if you wish to book an appointment.
- If you notice any mistakes on an observation e.g. spelling mistakes, please let a member of the FS team know. We will edit the observation as soon as we can. This is a live learning journal where mistakes can be made and spellcheck my change what was originally written. We will do our best to proof read observations before adding them.
- We will update Tapestry every 2 weeks. Your child will have at least 1 observation during this time. Not all children will have the same number of observations as they all learn in different ways. All children are assessed regularly and work with an adult every day.

Many Thanks  
Mrs Bogalski and Mrs Moseley