



Dear Parent,

All children attending Aston Clinton Pre-School will have a personal on-line Learning Journey which records photos, observations and comments, in line with the Early Years Foundation Stage. Tapestry is hosted in the UK on secure servers, which conform to very high safety standards and are proactively managed 24 hours a day. Filenames are encoded for uploaded videos and images, making Tapestry a safe and secure on-line Learning Journey tool.

The pre-school has its own secure Tapestry website, which you will have an individual account for once we have set you up using your email address. If you do not have access to e-mail your child is still able to have an online Learning Journey which you can access through a pre-school computer by prior appointment. You will be able to download your child's learning journal to keep when they leave pre-school.

In order for us to use Tapestry to record your child's Learning Journey, please give us permission to create a Tapestry account for your child in the Tapestry section of the Child Record Form.

Here you can also record the names and email addresses of all those you would like to have access to your child's account. This can be parents, grandparents, nannies, child minders etc. the list can be as long as you like, however each person has to have signed to confirm they will adhere to our Tapestry policy. Please can you ensure that all names of those wishing to use Tapestry are entered into the final section of the form. **Even if you have signed to give permission we still need to have the email address we are to use plus a signature in this last section.**

You will also be required to complete an 'All about me' section on Tapestry. If you can do this as soon as possible as staff will use this information to help get to know your child and settle them in. Details of how to do this will be sent with your account activation.

If you have any concerns or queries regarding the use of Tapestry or the impact it will have, please feel free to pop in and see me, phone or email me.

Many Thanks
Charlotte