

Dear Parents

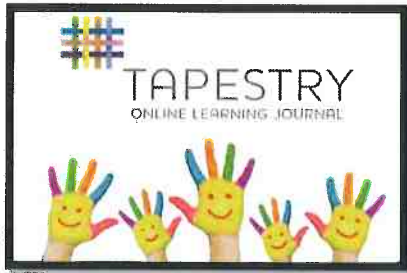
Please find attached advice and instructions on how to access your child's account using Tapestry. We hope you find the information informative and get real enjoyment out of seeing what your child is doing in the EYFS.

TO LOG IN:

- Once Mrs. Bonner has "invited" you to your child's account, you will receive an email asking you to create a password. This email will expire after sometime, so it would be best to address this as soon as is convenient. You will then be able to create a password, which you must keep secure.
- To log in go to <https://tapestry.info/> and select log in.
- You can also download the app to your iPad, tablet or smartphone.

WHAT HAPPENS NEXT?

- At the top right of the screen you will see your name. Selecting this will give you the option to 'Edit Preferences'. Here you can alter any options on how you receive your email notifications of when new observations are added.
- Clicking on the "bell" notification icon will list what new observations have been added.
- Immediately after log-in you are met with a page of observations made of your child.



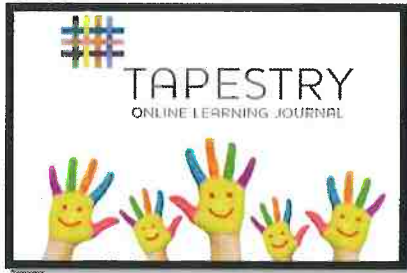
- In the top left corner, you can choose to switch between "children" or "observations."
- The "observations" page will give you a list of all observations taken, starting with the most recent for you to view.
- There is the facility for you to "like" observations and add comments.

#### VIEWING AN OBSERVATION:

- By selecting the title of an observation, you will be able to view this in more detail. Once here you can select "export" and print the observation for your files in pdf format. Nursery/school have chosen not to print these out, in order to limit waste and to preserve environment, and therefore this is your choice to do so.

#### ADDING AN OBSERVATION:

- One of the best things about Tapestry, is that it enables us to bridge the gap between home and the setting and see all the wonderful things that your child does at home.
  - In the web page version of the software you need to go to the observations tab and "add an observation." You can then upload saved images from your computer or device, if enabled. If you are using an app, then images can be taken easily using the camera function on your device. You may also upload short video clips too!
- Your child's Teacher/Key Person will decide where this observation can be added to your child's records



In an event of a bubble closure EYFS on line learning is accessed through Tapestry will be set

**Please fill in and return to your child's Class Teacher.**

**RN 1RA 1L** please circle your child's class.

**Name child** \_\_\_\_\_

**Name adult** \_\_\_\_\_

**Relationship to child** \_\_\_\_\_

**Email address** \_\_\_\_\_