Dear Parents and Carers,

In Reception, we use an 'online learning journal' to enable staff to take photographs, videos and make written observations of the activities your child does at school. You will then have access to this information (using your email address and a secure password to log in) so you can celebrate this learning at home too. Parents/Carers can also add their own photos and comments to the journal.

The system we are using is called 'Tapestry' and is hosted in the UK on dedicated, secure servers. These servers conform to very high safety standards and are proactively managed by a central security team. The safeguarding of our children is very important to us. Everything that is added to Tapestry will be added to our school account and can only be viewed by the school staff that use the system, and also yourself, using your own log in details. Tapestry admin staff will only access these accounts with prior permission from the school (for example, if required to solve a technical issue).

You will only have access to your child's journal and this cannot be seen by other parents. However, children in the class will sometimes be photographed with others as they work together. For this reason, we would like permission for your child to appear in photographs within other children's Learning Journals.

Once the Learning Journal is set up, it is crucial that you do not share photos or videos from your child's book on social media or through other online platforms. The photographs/ videos taken and uploaded to Tapestry by the school are the property of Solent Infant School and you do not have permission to upload them onto any website on the internet.

We ask that you protect the images of your own and other people's children by viewing and using them carefully. Any incidents where this confidentiality is broken will be dealt with very seriously and may result in your access to the system being withdrawn.

Yours sincerely

Mrs S Eades & Mrs J Dallinger

EYFS Leads