Tapestry Online Learning Journal

What is Tapestry?

► Tapestry is an online learning journal system

► There is an app and browser version available

► We can use it to record children's learning and development using tablet devices and PCs

► We can set you up as parents with your own secure logins so you can view, comment on and add your own observations to their child's journal

► When your child leaves, we can export a PDF copy of your child's journal or a USB including photos and videos for you

► If they move to another setting also using Tapestry, their journal can be transferred across as well as your account

Why are we using Tapestry?

▶ It creates a two way communication between us (the staff), and you (the parents/guardians/carers)

▶ We can upload media, meaning you can see pictures and videos of what your child is really up to whilst they are with us

▶ There are greater opportunities to extend your child's learning at home – you can view next steps, add your own observations and communicate with us whenever you like

▶ Unlike a physical, hard copy book, it's easy to share with groups of relatives, such as extended families, separated parents and relatives living overseas

How is the data kept safe?

- ► A password is required to access Tapestry, remember the stronger the password you set, the more secure your account is

- ► You are linked manually to your child/children so you can only view observations for them

- ► We don't need to store any of the data entered onto Tapestry, they store it for us on secure cloud servers within the EU

- ► Data is stored separately for each setting

- ► Tapestry's developers and support personnel require our permission to access our Tapestry account

- ► For more information about Tapestry security you can go on their website https://tapestry.info/security.html

Logging in

▶ To login to Tapestry we will need to have an email address for you

▶ Once you activate your account you can then login using your email and password

▶ You can reset your password by email if you forget it

▶ Passwords are case sensitive

▶ Remember to set a strong password

Observations

▶ When you login to your account you will be able to see any observations for your child that have been added to their journal

▶ You will be able to see any photos/videos/audio files/documents attached to the observation

▶ Underneath the media you will see the notes, so the actual observation

▶ You will also be able to add comments and like the observation. You can also add your own observations

How to upload

► You are also able to make comments on observations added by staff, or simply use the 'like' button.

► This works in the same way for staff. Please keep in mind when commenting, that when your child's learning journey is exported to PDF or downloaded when they leave, your comments and those made by staff will also be included.

Memos

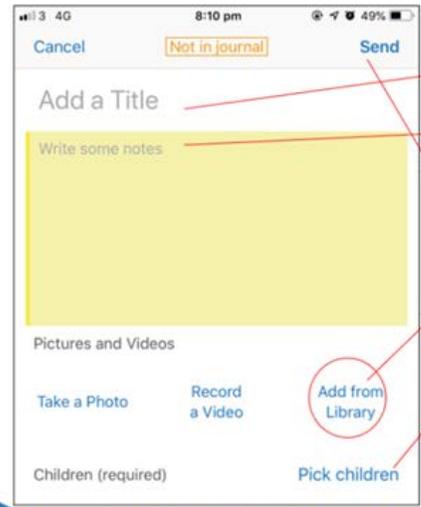► Memos allow us to share messages with you such as reminders and newsletters

► They are separate to observations

► You will also be able to add comments and like memos