



## St John's Meads Church of England Primary School

Rowsley Road, Eastbourne, East Sussex.

BN20 7XS Tel: 01323 730255

Website: [www.sjm.academy](http://www.sjm.academy)

Email [office@sjm.academy](mailto:office@sjm.academy)

Headteacher: Mrs Katherin Weeks

Co- Chairs of Governors: Mr Clem Jackson

Mrs Karen Fletcher-Wright

### Tapestry Account 2023-2024

Dear Reception Parents/Carers,

All children in Reception will have a personal online Learning Journey which records photos, observations and comments in line with the Early Years Foundation Stage Profile. This enables us to build up a record of each child's learning and achievements during their time with us. This will be set up in September when your child starts at St Johns Meads.

We would love to share with you your child's learning by enabling you to access their Learning Journey from home. Through this, we encourage you to contribute to it by uploading your own photos, videos and comments of their learning development and experiences at home. You are also able to comment on observations made by the Reception class staff.

Please complete and return the attached form to let us know if you will be able to use the online system and provide an email address for us to set up a log in for you.

#### **Where do I start?**

Once you have signed and returned the permission slip attached, your parent account can be set up. You will be emailed, using the email address you provide, with a link to the Tapestry log on page. This link will then allow you to set up your own username and password.

The Tapestry app is free of charge and available from iTunes and Google Play for both iPhones and Android phones. It can also be found online at <https://eylj.org/login/>.

Only parents should have access to their child's Tapestry account. If you would like to add an additional email address for both parents/carers, please complete the additional email section on the attached permission slip. They will then be set up with an account and emailed an activation link also. Your child's account is password protected and cannot be accessed by anyone else except for the Reception team in school.

#### **Changing my settings in Tapestry:**

When logged in, on the computer at the top right of your screen you will see your name, selecting this will give you the option to 'Edit Preferences'. Choose this option and you will be presented with a screen giving you the option to change your password.

You also have the option to request an email to be sent to you whenever a new observation is added to your child's Learning Journey - just tick the relevant box if you would like to add this function.



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### Viewing my child's Learning Journey

You will see your child's observations on your 'Obs' tab (home screen) - selecting any one of these will open up the observation for you to look at. You may add comments in the box at the bottom of the observation if you would like to.

### Adding an entry to my child's Learning Journey

Choose the 'Add Observation' option (or the 'plus' icon on your iphone/ipad) and add the relevant information into the boxes on the screen. Photos and videos may be uploaded by choosing the 'add media' option. These observations could be of the children making, building, helping or independently doing something at home. It could also be used to document any home learning or special experiences the children have completed.

If you have any problems please speak to one of the Reception staff.

**\*Please note:** The online learning journey is used to record your child's learning and achievements. It is not to be used as a general communication tool between school and home and is not monitored on a daily basis. The Reception team will check weekly for parent replies and comments about the children's learning.

Please also ensure that your child's photos are for **your use only**. Images should not be shared online or via social media sites.

Mrs Satchell and Mrs Pillar  
Class Teachers

Mrs Grout  
Class Teaching Assistant





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Please return to the School Office

### Tapestry Email Activation:

The e-mail address I would like to link with the account so I have access to my child's Learning Journey is:

.....

Please Print Name:.....

### ADDITIONAL EMAILS

Name:.....Relationship to child .....

Email address: .....

Please Print Name:.....



**TAPESTRY**  
ONLINE LEARNING  
JOURNAL

