

## Dear Parents,

As part of the Early Years Foundation stage the nursery records your child's achievements and developments through a book called a Learning Journey. As a nursery we decided to place these Learning Journey's on line using a programme called Tapestry, enabling parents to view and the opportunity to access and share in your child's achievements at your convenience.

The programme we use is called tapestry and each parent will enter using their own email address and password and will only have access to their own child.

As the key person enters an observation on the system a notification will be sent to the designated email you give us. Upon opening the email you can log in to the site and view the new observation, and add any comments you would like.

We like to work in partnerships with parents and encourage all parents to add their own photos, achievements or experiences you would like to share with us.

Once the child is ready to leave the nursery we either email or put all observations on a disc for you to keep. We will still be conducting parent consultations twice a year. Also another option is for your chosen school, new setting to receive either a copy of the email or disc with your permission.

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### Observation and Assessment:

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Your child will be a focus child once every half term. During their focus week staff will observe and record your child's experience on a learning journey sheet. This will then be transferred to Tapestry (an online learning journal accessible via [www.tapestryjournal.com](http://www.tapestryjournal.com)) along with any supporting photographs and assessed according to the areas of learning and development, characteristics of learning and a wellbeing and involvement scale.

Tapestry will email you when new observations are added. You are welcome to provide feedback on these observations or add any of your own to make the Tapestry a joint recording of your child's early years.

At the end of your child's time with us you will receive a PDF document via email which you can either save or print out. With your permission this document can also be passed on to your preferred school.

We will aim to have meetings with you to discuss your child's progress as often as possible.

Please complete the form below and return to your child's room

Name of Child \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_

Email \_\_\_\_\_

Do you consent to pass information on during transitions? Yes / No