

Wednesday 8th September

Dear Parents and Carers of Year 1 children,

At Stoke Bishop Primary School we will start to use an online tool called Seesaw. Seesaw is a secure learning journal, very similar to the evidence me app used in Reception. It is a way of sharing your child’s learning with you and for us to keep a record of their learning journey during their time at school. They will also be able to create and upload their work to document their learning (with your support). If you have older children at our school, you will be familiar with it’s use for home.

**What you need to know:**

* Seesaw has a thoroughly robust privacy policy (<https://app.seesaw.me/about/privacy>) and has committed never to share your child’s personal information or journal content.
* Access to information stored on the Seesaw app can only be gained by school staff and you, the parent or carer, using a unique user identification and password.
* If your child appears in group photographs or videos in other children’s learning diaries, they will not be named in any observation comments or captions by teaching staff.
* Parents can only see their own child’s information and are not able to login to view other children’s learning diaries.
* You can use a pc, laptop, tablet computer or smart phone to access your child’s account.

**How we intend to use seesaw:**

* We will make observations in school which will take the form of written notes, videos or photographs of your child in the learning environment which are linked to the Year 1 learning objectives.
* We will send small tasks (similar to the home learning page of the website) usually topic and phonics to carry out at home.
* In case of a COVID lockdown we will use this to send teaching videos and tasks to your child.
* You can use it to upload photographs, written notes or videos of your child’s learning at home.

**Agreed guidelines for accessing and using ELD**

As a parent in order to proceed with setting up your child’s seesaw learning journal you must first of all agree to:

* Not publish any of your child’s observations, photographs or videos on any social media site.
* Keep your log on details for you as parents alone.
* Speak to a member of staff if you experience any difficulties accessing your child’s journal.

Please complete the attached permission slip which you will need to complete and return to the school in order to allow us to set up an account for your family.

Yours sincerely,

Mrs Sarah-Jayne Preston & Miss Megan Benfield