 **Waltham Pre- School**

 **Tapestry Trust Statement**

All children attending Waltham Pre- School have a personal on-line Learning Journal which records photos, observations and comments, in line with the statutory framework for the Early Years Foundation Stage. This builds up a record of your child’s experiences during their time with us.

You will have secure access via your email address and password, to your child’s Learning Tapestry. In addition to viewing our contributions, we encourage you to add to the Learning Journal by uploading photos and comments, or by commenting on observations made by us.

Parents can only see their own child’s information and are unable to log in to view other children’s Learning Journals.

You can access your child’s Tapestry on a computer, mobile phone or tablet and will be given information about access and password when your child starts at Waltham Pre-School.

Tapestry is not used as a general communication tool between Pre-School and home. A child’s learning journey is a document recording their learning and development. Parents may contact Pre-School through the usual channels for any other day-to-day matters, e.g. lost property, absence, etc.

The Tapestry learning file will be used to reflect your child’s time at our Pre-School. It will include observations of your child at play, photographs and other information. The file will therefore capture your child’s personal story, based on their own individual starting point, interests and experiences. We hope that you will also be able to contribute information to this file, perhaps by including some information and photographs which show what your child enjoys doing at home. This information will help us to ensure that the care, learning and development opportunities we offer your child compliment those you already offer.

Please remember however, that it is likely that some of the photographs in the file will capture other children at play and it must be emphasised that such date is shared for your personal use only. This means that the information cannot be shared with others, or ‘publicised’ in any way, without the explicit consent of the parents or carers of those children who may be included. For example, any such photographs cannot be displayed on social networking site or displayed in a public place. Any parent who is found to be copying and using such images will have their access to Tapestry suspended.

We appreciate your cooperation in this matter and request that you sign to acknowledge your agreement.

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**Tapestry Trust and Consent Form**

Child’s Name ……………………………………………………………………………………………………………

I consent to my child’s photos being used in their online Tapestry Learning Journal Yes 🞎 No 🞎

I consent to my child’s image appearing in other children’s Learning Journals Yes 🞎 No 🞎

(e.g. as part of a group activity or during outdoor activities where your child may appear in the background, etc.)

I confirm that I have read and understood the terms of Waltham Pre-school’s Tapestry trust statement.

Signed ………………………………………………………………………………… Date: ……………………...

(Parent / Carer)