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Cleves Cross Primary and  
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Ferryhill  
County Durham  
DL17 8QY



## Tapestry- Online Learning Journal

### Introduction

All children in the Early Years have a personal on-line Learning Journey which records photos, observations and comments. This is in line with the Early Years Foundation Stage and used to build up a record of your child's experiences and learning during their time with us.

We use Tapestry, a system which is hosted in the UK on secure servers. You will have secure access (via email address and password) to your child's Learning Journal and in addition to viewing our contributions we encourage you to add to it by uploading photos and comments or commenting on observations made by us.

### Where do I start?

Once you have given us an email address we will set up an account for you. Go to <http://eylj.org> on your computer, or if you have an iPhone or iPad, visit the iTunes store and download the Tapestry app from the Education section (search for TapestryMobile). Login using your email address and the password we give you. We strongly recommend that you change your password on your first visit.

### Changing your settings

#### On the Computer

At the top right of your screen you will see your name. By selecting this, you will be given the option to 'Edit Preferences'. Choose this option and you will be presented with a screen giving you the option to change your email address and password.

You also have the option to receive an email whenever a new observation is added to your child's Learning Journey- just tick or untick the relevant box if you would like to change this setting.

#### On iPhone/iPad

To change your settings on the iPhone/iPad, click the 'cog' button on the bottom right hand side of the application. This enables you to change password and/or email address.

### Viewing Your Child's Learning Journey

Once logged in, you will see your child's observations on your home screen in a list- selecting any one of these will open up the observation for you to look at. You may comment in the box at the bottom of the observation if you would like to. We would love to receive comments!

### Adding an Entry to Your Child's Learning Journey

Choose the 'Add Observation' option (or the 'plus' icon on your iPhone/iPad) and add the relevant information in the boxes on screen. Photos and videos may be uploaded by choosing the 'add media' option. When you have saved your observation, you may go back to the home screen at any time by choosing 'home'.

Please let us know if you have any difficulties as well as how you get on.





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I would appreciate it if you could complete the box below. Once I submit this information, you will receive an email which will support you to access Tapestry and see any observations of your child that have been put on there.

Child's Name \_\_\_\_\_

#### Details

First Name \*

Last Name \*

Email \*

