

Ellwood Community Primary School

Tapestry Policy

Intent

At Ellwood Community Primary School we create an 'online learning journey' through the platform Tapestry for all children in our Reception class. The 'online learning journey' is used to record observations, photos and videos. Tapestry also allows parents to comment and add their own observations to their child's learning journey.

Implementation

- Before accessing the system, parents have to sign a consent form (please see page 2).
- We use the secure online system Tapestry which allows staff and parents to access the information via a personal password protected login.
- Parents logging into the system are only able to see their child(ren)'s learning journal.
- Parent access allows them to comment (or 'reply') to observations that staff have inputted as well as adding their own observations and photos/videos.
- Any observations the parents upload have to be approved and added into the journal by the EYFS lead to ensure appropriate content.
- Observations are regularly monitored by the EYFS lead to ensure they are providing relevant and informative information.

Impact

Tapestry supports us in enabling a strong partnership between home and school as parents can see how their child is learning and interacting during their time in Reception.

Through parents uploading their own observations into their child's 'online learning journey' we can create a more holistic picture of each child.

Tapestry Permission Slip

Child's name:	
1: Parent's name and email address	2: Parent's name and email address

The system we are using is called 'Tapestry' and is hosted in the UK on dedicated, secure servers. These servers conform to very high safety standards and are proactively managed by a central security team. The safeguarding of our children is very important to us. Everything that is added to Tapestry will be added to our school account and can only be viewed by the school staff that use the system, and also yourself, using your own log in details. You will only have access to your child's journal and this cannot be seen by other parents. However, children in the class will sometimes be photographed with others as they work together. For this reason, we would like permission for your child to appear in photographs within other children's Learning Journals.

Please read carefully before signing:

- I give permission for an online Tapestry Learning Journal to be created and maintained for my child.
- I give permission for staff at Ellwood School to take photographs and videos of my child to be used in their online Learning Journal.
- I give permission for my child to appear in any group photos used in the Learning Journal. I understand that my child's image will be viewable by all parents/ carers of the pupils featured in that particular photo.
- I give permission for photos/videos which may feature my child to appear in other children's learning journeys which may be electronically downloaded at the end of the school year.
- I agree not to electronically share, by social media or other platforms, any part of my child's Learning Journal (including photographs and videos). I understand that my child's Learning Journal is to be used for my own personal use (meaning that information cannot be shared with others, or published in any way without the explicit written consent of the parents or carers of those children who may be included).
- I agree to keep my login details safe and secure.

1: Parent's signature	2: Parent's signature
Date:	Date:

Monitoring

It is the responsibility of those working in Reception to follow the principles stated in this policy. The Headteacher (Mrs Milford,) and the EYFS Lead, (Miss Peart) will carry out monitoring of the EYFS as part of the whole school monitoring schedule. The Governing Body will also be part of this process.

Review

Signed	C.Peart
Review Date:	April 2020
Review Due:	April 2021

Tapestry COVID - 19 Annexe

In September 2020, all our classes returned to full-time education following the Covid - 19 school closure in March 2020. We are remaining positive and hope that the whole school will resume full-time education as normal. However, we are also aware that there is the possibility that an individual child, a class bubble, or indeed the whole school, will need to self-isolate for a period of time and likewise if there should be a local, regional or national school closures. As a result of this possibility we have set out a clear remote learning plan should any of these scenarios arise. This will help to ensure that all children can continue with their education.

We acknowledge that some households have limited access to devices and would require hard-copies of work and resources which will only be provided once all other options have been explored. Parents need to make the school aware of any barriers to accessing remote learning and strive where possible to provide their child with the suitable technology or device.

The plan complies with the expectations and principles outlined in the DfE document 'Guidance for Full Opening of Schools' <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> and meets expectations set out in the DfE guidance 'Remote Education Support' <https://www.gov.uk/guidance/remote-education-during-coronavirus-covid-19>

What will 'remote learning' look like at Ellwood Community Primary School?

This information is to be used as a general guide to the school's current remote learning offer. We will send additional information and updates as and when it is required.

We aim to send home learning activities from your child's second day of absence*. There are two general scenarios outlined below; the first scenario is where your child is not permitted to attend school due to having to isolate or having to stay off school while waiting for a test or test results. The second outlines the actions in the case of a whole bubble not being permitted to attend school for a period of time or local, regional or national school closures.

**We will endeavour to send work to parents on the first day of absence however this cannot always be guaranteed so the Government's Oak Academy (<https://www.thenational.academy/>) can be used in this instance, along with the other suggestions below and on the attached sheet. Oak Academy can be used for every year group to supplement the provision outlined below:*

In the event of any form of isolation/closure and loss of learning caused by Coronavirus, parents must understand that engagement in home learning is essential. It is the school's responsibility to ensure that learning provision is available and accessible to all. We do appreciate that if children are poorly, they should not be expected to

engage in home learning. It is the parents responding to enable their child to engage in the online learning.

Being Prepared

In preparation for home-learning, parents need to ensure the child/ren have access to a device. Parents and children also need to have their log in information. Parents have received logins and passwords for the following platforms:

Main log ins needed:

- EYFS Tapestry

Scenario	Remote learning offer
<p>My Child (and their siblings if they are also attending Ellwood Primary School) is absent because they are awaiting a COVID test result and the household is having to self-isolate. The rest of their school bubble are attending and being taught together, in school, as normal.</p> <p>Or</p> <p>My child is isolating due to medical needs as advised by the doctor.</p>	<p>EYFS (Oak class) Learning tasks will be sent through Tapestry.</p> <p>In addition:</p> <p>Phonics/spelling - your child may have previously had these sent home and the children can continue to work on those.</p> <p>All children Maths Passports - children can continue to work on their maths passports at home.</p> <p>Reading - all children will have a small number of school reading books they can read at home. They can also access books online from different places such as: https://www.oxfordowl.co.uk/for-home/find-a-book/library-page/?view=image&query=&type=book&age_group=&level=&level_select=&book_type=&series=</p> <p>The children are also encouraged to read a variety of books that they have at home. These can also be read to the child by the parent/carer.</p> <p>Please see the attached list of online learning resources, which give you other learning tasks and opportunities. These include, English, maths, reading, phonics, times tables, handwriting and other fun activities. The school website also has lots of useful links to learning activities.</p> <p>The Oak Academy* resources can also be used : https://www.thenational.academy/</p> <p><small>*Oak Academy has been specifically designed to support remote learning. This provides the equivalent of 3 hours of lessons per day for primary school children. In their 'classroom' each lesson is an hour-long. The free lessons encourage the use of retrieval practice, explicit teaching and teacher modelling and also access work relating to that lesson. The Oak academy also has lessons to support pupils with SEND needs.</small></p>

<p>My child's whole bubble is not permitted to attend school because they, or another member of their bubble, have tested positive for Covid-19.</p> <p>Or</p> <p>We enter another 'lockdown' - local, regional or national with total school closure.</p>	<p>Teachers will set appropriate work online linked to their current year/class curriculum learning.</p> <p>EYFS - learning will continue to be set through Tapestry.</p> <p>Video learning - videos may be shared on the Tapestry platform and this will be dependent on the children's age and if relevant to the learning task. This may be a prerecorded video by the class teacher / TA and may focus on an introduction to a lesson or part of a lesson. This will help to keep the teacher connected to the child/ren. We may also share links to other educational videos.</p> <p>Facebook/website activities - there will be a bank of generic learning opportunities, activities and themes posted for additional work and these will mainly be optional, fun and more creative tasks. The children are able to take part in these learning experiences if they wish to do so.</p> <p>Pupils with an EHCP/1 to 1 support - if your child usually requires 1 to 1 support in class (has an EHCP) a more bespoke programme of support will be in place. This will be available on the platform and will be differentiated to suit the child's needs. A TA may also send work and communicate with your family/child with weekly phone calls.</p> <p>Communication - the class teacher will have a direct email address that will be used for communication between home and school. Tapestry will enable the teacher to feedback to pupils and also has a messaging facility. General enquiries can still be sent through admin@ellwood.gloucs.sch.uk or by phone 01594 833232.</p> <p>Teachers will send an idea of a daily timetable which may help structure the day.</p> <p>The normal school communication will continue: email, text, newsletter, weekly information and facebook.</p> <p>We also need to remember that teachers may also be unwell. If this is the case, we will try to ensure that learning activities are set asap but please refer to the Oak Learning Academy in the meantime. Staff may also be working in school with keyworker children.</p>
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