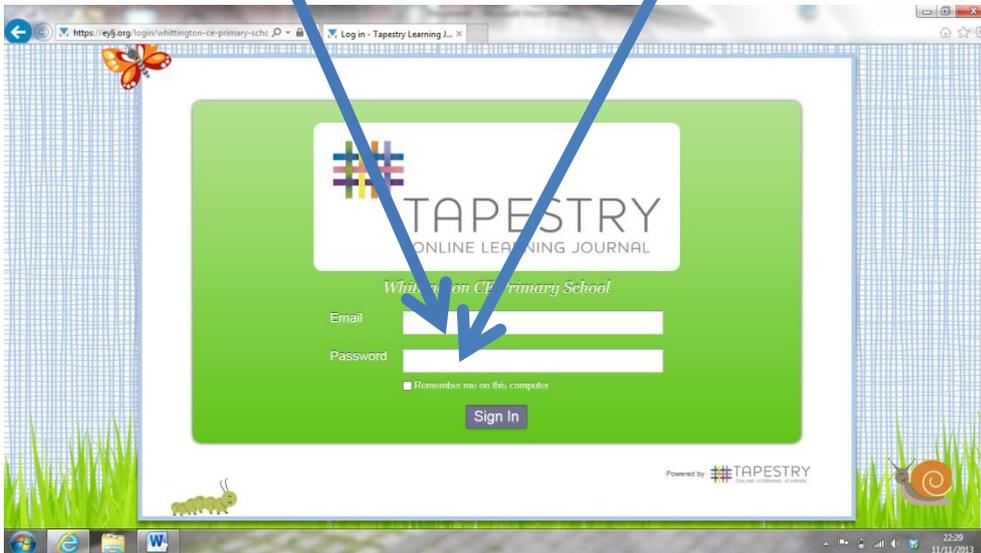


Oak and Willow Classes

Dear Parents and Carers,

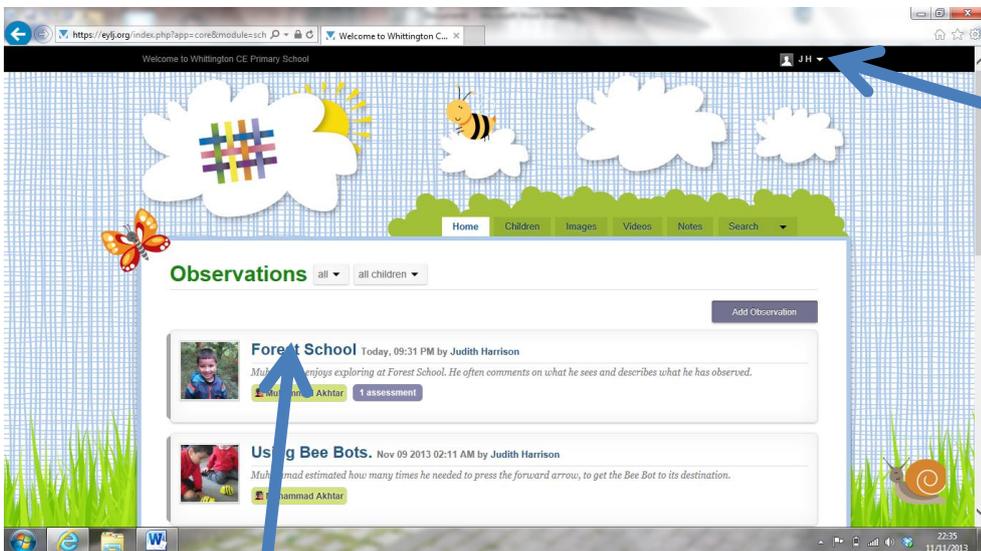
Thank you for returning your email contact details to allow us to set up access to your child's online 'Tapestry' learning journey. Please follow the e-mail link sent to you to set up your password and access your child's learning journey at www.tapestryjournal.com

1. Sign in using your e-mail address and your password (which is one that you set yourself for security reasons)



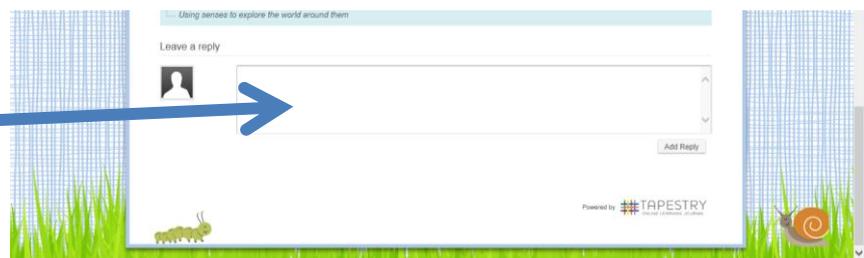
If you cannot log in please let us know. You can use these details to sign in to your child's Learning Journal at any time, not just when you have an e-mail notification

2. When you have signed in you will see the observations for your child.



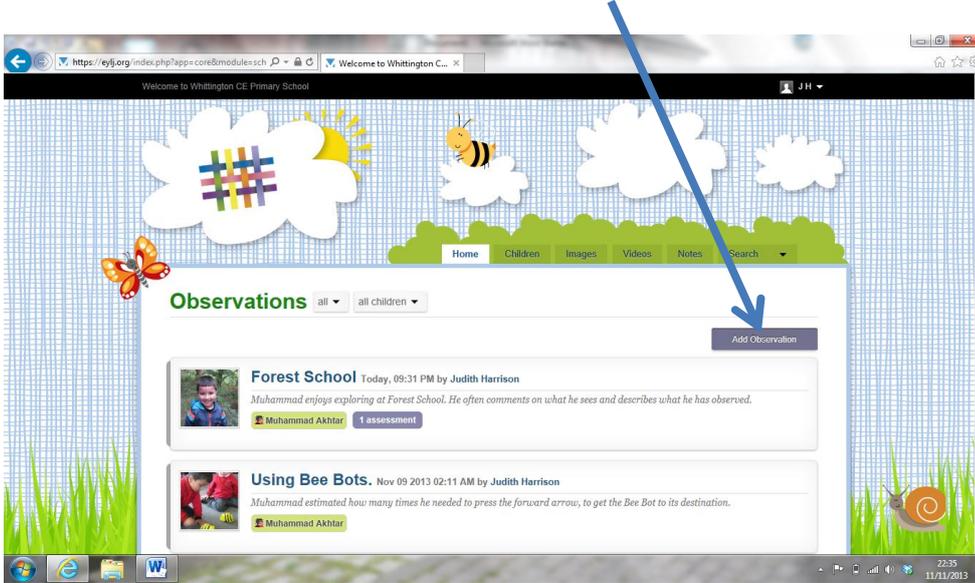
3. To log out at any time, click on your name and choose 'log out' from the drop down menu. You can also change your password here by choosing 'Edit Preferences'.

- 4.
- 5.
6. Click on an observation title to see the attached photographs and comments.
7. On the following page, scroll down the page, and you will have the opportunity to add a reply.



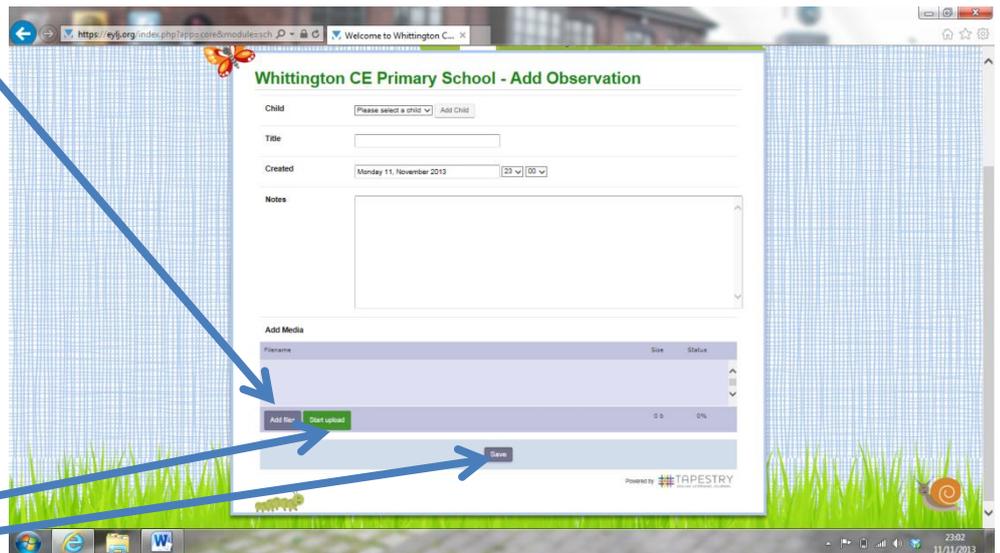
You can also add your own observations.

1. From your child's page, click on 'Add Observation'.



2. Add your observation on the following page by completing each part.

3. To add a photograph or video click on 'Add files' and find the photograph or video you want to add.



4. Then click on 'Start upload'.
5. Finally click on 'Save'.

Remember that whenever we add a new observation for your child you will get an email notification.

We do hope you will enjoy using Tapestry; as always if you have any questions or difficulties please do ask.

Many thanks for your support,

Emma Cother

Early Years Team Leader