Headteacher – Justin Bartlett

Castle Primary School
Castle Street
Portchester
PO16 9QQ

☎02392 375324
office@castle.hants.sch.uk

Castle Primary School
Aim High

Tuesday, 12 September 2023

Dear Parents / Guardians,

The first observations on your child's Tapestry online leaning journal are ready for you to view! All parents have now been sent an email with a link to follow to access Tapestry (please let us know if you have not received it) and we know that some of you are already accessing the observations.

Getting started:

Once you have set up your Tapestry account you have two choices of how to view your child's observations: either via your **computer/laptop** or by **downloading an app** to your iOS or android device.

The app is a very easy and convenient way to access Tapestry and allows you to set a pin for quick access.

There are guides on how to use Tapestry on your computer/laptop; iOS device and android device on our school website:

- Go to our school website: castleprimaryschool.co.uk
- If you are using a phone, click on the 3 bars in the top left-hand corner and then select '*Parents*'.
- If you are using a computer, click straight onto the '*Parents*' tab.
- Select 'New Entrants 2023'
- Scroll down to the letter section where you will find the all the 'Tapestry' guidance you should need.
- If you would prefer a paper copy of the guide/s please ask your child's teacher.

Notifications:

If you choose to use the app you can select to receive push notifications when your child has a new observation for you to view – just select 'you' on the top left when you open the app and then select 'enable push notifications' and then give your permission to receive the notifications.

Adding your own observations:

As well as viewing the observations we make of your child, we'd really like you to add observations of your own (to allow us to get the fullest picture of your child's learning) and you can include a photo or video if you'd like to. Once again this is where using the app makes it easy for you to add a photo or video for your child. You may find the following YouTube link helpful https://www.youtube.com/watch?v=espJ96TJHV8

If you are unable to access the internet please speak to your child's teacher to arrange time to view your child's journal at school.

The Yr R Team