

# Hawthorn Community Primary School

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## CHILDREN IN RECEPTION AND KEY STAGE 1 CLASSES

Dear Parent /Carer,

We have created an individual 'learning journey' for your child through a piece of educational software called 'Seesaw'. By logging on with a secure username and password you will be able to view all of your child's observations, photographs and even videos from their time in EYFS and KS1. You will receive an email or text telling you when a new observation or piece of work is available for you to view. This will enable you to follow your child's individual progress closely and you can reflect upon their achievements with your child. You can add comments so that we as a staff find out about which activities your child really enjoyed and the learning they get up to at home. All of this information is stored on a highly secure server which is monitored closely.

The children and staff regularly add entries each half term which may include photographs of special events throughout the year. As part of this system we are able to connect a few close relatives to a child so if there are grandparents who would like to access these observations please add their email addresses below.

E-safety is extremely important to us at Hawthorn Community Primary School. Therefore we ask you to provide us with the requested information and to sign the agreement on the reverse of this sheet to show that you understand and agree with our guidelines. Please return to the school office as soon as possible. You can also complete this form online on our website using this link

<https://www.hawthornprimarykettering.co.uk/form/?pid=108&form=1142>

We are sure that you will enjoy viewing your child's achievements as much as we do!

Many thanks,

**Catherine Billingham**  
Deputy Headteacher and EYFS lead

Agreed guidelines for accessing and using Seesaw 'Online Learning Journeys'

As a parent I...

- Give permission for my child's photograph to be included in group observations
- Will **Not** publish any of my child's observations, photographs or videos on any social media site.
- Keep the login details within my trusted family.
- Speak to a member of staff if my email address or mobile number changes
- Speak to a member of staff if I experience any difficulties accessing my child's learning journey.

As a school we...

- Will delete parents' information from Seesaw when the children move to year 3 or leave the school
- Will keep all records secure
- Will update the photographs and observations throughout the year.

I agree to the guidelines:

Print name: \_\_\_\_\_

Name of child: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete the table below for access to your child's learning journey.

Name	Email address OR mobile number	Relationship to child

Please return to your child's teacher or complete online and Mrs Izzard (IT technician) will set up your account and send out your login details shortly. Further information is available on the Seesaw website <https://web.seesaw.me/parents>