

Tapestry Guide for Parents

Getting Started with Tapestry

- 1. Accessing Tapestry:**
 - Complete the required consent form located: <https://edgeborough.co.uk/tapestry-online-learning-journals/>
 - You will receive an email invitation, with a link, to set up your Tapestry account.
 - Follow the link to create a password and complete the registration process.
- 2. Logging In:**
 - Go to the Tapestry website or download the Tapestry app on your smartphone or tablet.
 - Enter your registered email and password to log in.
- 3. Adding Basic Info:**
 - Your child will not have a profile picture or any linked Observations as yet, however we would welcome your input on the page labelled 'About Me'.

Adding Observations (once Term has commenced) – see <https://www.youtube.com/watch?v=espJ96TJHV8>

- 1. Navigate to Observations:**
 - Once logged in, select your child's name to go to their profile.
 - Click on the "Add Observation" button.
- 2. Creating an Observation:**
 - Fill in the details of the observation. Include a title and description of the activity or milestone you are recording.
 - Add photos or videos by selecting the media upload option.
- 3. Submitting the Observation:**
 - After completing the details, review the observation for accuracy.
 - Click "Save" or "Submit" to add it to your child's profile.

Reading Observations

- 1. View Observations:**
 - Go to your child's profile, where a timeline of observations will be displayed.
 - Click on any observation to read the full details, see photos or videos, and read any notes from educators.
 - Comment or 'like' the observation.

Viewing Reports (EYFS)

- 1. Access Reports:**
 - Navigate to the reports section on your child's profile.
 - Reports are usually listed under the "Assessments" or "Reports" tab.
- 2. Review Contents:**
 - Click on the report you wish to view. Reports often include assessments of your child's progress and development in various areas.
 - Comment and sign the report.

Checking Documents:

1. **Locate the Documents Section:**
 - Go to the "Documents" tab on your child's profile or in the main menu.
2. **View Shared Documents:**
 - Here, you can access various documents shared by educators, such as newsletters, policies, or guidelines.

Viewing Memos

1. **Finding Memos:**
 - Memos can be found in the "Memos" section.
2. **Accessing and Reading Memos:**
 - Navigate to the memos section from the main menu or directly from your dashboard.
 - Click on any memo to read the details, which may include important announcements, reminders, or updates from the school.

Tips for Using Tapestry

- **Keep Your Contact Information Updated:** Ensure your email and contact details are current to receive notifications and updates from the school.
- **Regularly Check the App:** Make it a habit to check Tapestry periodically to stay informed about your child's progress.
- **Participate in the Community:** Leave comments and engage with observations to share feedback and encourage your child's learning journey.

Any questions, always email us. We welcome being of assistance.

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