



All children in the pre-school have a personal on-line Learning Journey which records photos, observations and comments, in line with the Early Years Foundation Stage, to build up a record of your child’s experiences during their time with us.

We use Tapestry, a system, which is hosted in the UK on secure servers. These servers confirm to very high environmental standards and are proactively managed 24 hours a day. Each Tapestry account has its own database and the code itself is developed using hack-resistant techniques. Filenames are encoded for uploaded, videos and images, making Tapestry a safe and secure on-line Learning Journey tool. The benefits to yourselves from Tapestry being on-line means you will have secure access (via a website which you login to using your email address and a password) to your child’s Learning Journey and, in addition to viewing our contributions, we encourage you to add to it by uploading photos and comments, or commenting on observations made by us.

Once you have provided the pre-school with an e-mail address we will be able to set you up with an account. We will also give you detailed information on how to view/use your child’s Learning Journey. If you do not have access to the internet your child is still able to have an online Learning Journey which you can access using the pre-school laptop on request. It is also possible to provide print outs of the Learning Journeys. Each child will receive a CD with their Learning Journey when they move into the Reception Year. Children moving into Parkfield School will still receive the CD and their learning Journey will be moved to Parkfield’s Tapestry site to be continued throughout Reception.

In order for your child’s Learning Journey to be created please give us permission by completing the section below. Please provide your e-mail address so we can set up an account enabling you to access your child’s learning journey via the secure Tapestry website. (Please note each parent only has access to their own child’s Learning Journey)

If you have any questions or queries about the on-line Learning Journeys please do not hesitate to ask a member of staff.

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**Tapestry Permission**

I give permission for Parkfield Montessori Pre-school to create an online Tapestry Learning Journey for ..... (Name of child).

The e-mail address I would like to link with the account, so I have access to my child’s Learning Journey is .....

(Provide your e-mail address)

Parent/carer: ..... Date: .....



## Parental Permission Required for:

Childs Name: .....

Please read the information below and sign to confirm your permission:

### Emergency medical treatment

I give my permission for a senior member of staff from Parkfield Montessori Pre-School to admit my child to hospital in the event of an emergency and to act "in loco parentis" as appropriate. I understand every effort will be made to contact me.

Signed:

Date:

Relationship to child:

### Reheating food

I am happy for Parkfield Montessori Pre-School staff to re-heat my child's home cooked food to the appropriate temperature. I understand that the pre-school will not reheat home cooked rice as this poses a considerable risk of food poisoning.

Signed:

Date:

Relationship to child:

### Outings

I give permission for my child to leave the pre-school classroom/playground for outings around the Parkfield School site.

Signed:

Date:

Relationship to child:

### Sun cream

- I give my permission for a member of staff to use/apply when necessary the sun cream that I will supply.
- I understand that Parkfield Montessori Pre-School will use the 'settings' sun cream if my own child's supply of sun cream has run out.

I am happy for Parkfield Montessori Pre-School staff to apply sun cream.

Signed:

Date:

Relationship to child: