

8<sup>th</sup> September 2016

Dear Parents

### **Introducing Online Learning Journeys**

During the summer term you may have noticed our staff using tablet computers. They have been trialing a new digital method for recording your child's progress.

The children's day is carefully planned to give a balance of adult-led and child-led activities. We adapt the planned activities to individual children in order to reflect their particular skills, interests and development needs. The staff record their 'observations' in what is known as a 'Learning Journey'. This is a collection of different documents prepared by the staff to provide a picture of your child's development under various areas of learning such as Physical Development, Communication & Language, etc.

Whilst there is a statutory need to record and monitor progress, we also need to ensure that this process doesn't get in the way of actually interacting and playing with the children.

Like most nurseries, we have evolved a system based on notes, supplemented by photographs and art-work by children, interspersed with observations made by staff members including notes of relevant conversations or comments made by a child. These are kept in our paper Learning Journeys and are shared with you.

Our new system is called eyLog (**early years Log**) and allows staff to capture a photo, a video clip or a voice recording as well as written notes using a tablet computer. These observations from staff members are then uploaded to a secure web-based Learning Journey to which you as a parent also have access.

We believe that using online Learning Journeys will allow us to support our partnership with you and to help us plan for individual children's development, and of course a wonderful keepsake for you to share with your child.

No data is stored either on the tablets or on the School's computer. As soon as an observation has been recorded and uploaded to the eyLog server, it is automatically deleted from the tablet.

All data is held in encrypted form and is accessed subject to a secure login and password. The only people who can access a child's learning journey are the relevant staff and the child's parents.

We are excited by this new approach to sharing learning journeys with you.

The eyLog website (<https://eylog.co.uk>) has more information as well as a list of FAQs. Please have a look to find out more about this exciting development.

Yours sincerely

Mrs Jude Ing  
Head of EYFS