



Cornhill Nursery – Seesaw Policy

Aims

- To share and celebrate students' achievements and learning with families and classmates.
- To increase efficiency of communication with parents/carers.
- To ensure that all staff in the nursery understand how Seesaw should be used in school.
- To ensure parents have a shared understanding of the expectations of frequency and content of posts.
- To develop the children's understanding of and encourage it's use.

What is Seesaw?

- Seesaw is a secure online learning journal available through an app or website.
- It is primarily used as a digital learning journey of a student's achievements and progression.
- Using photographs, drawings, text, videos and speech, it is a tool for staff, pupils and parents can share, celebrate and evidence a child's learning across the curriculum.
- It gives staff the opportunity to give and receive feedback.
- It is a valuable tool which allows parents to share any wider achievements/successes or exciting news with nursery staff and peers.
- Seesaw provides opportunities for families to keep informed about the planned learning that will be taking place in nursery each fortnight and how they might help their child at home.

Who controls the content of Seesaw at Cornhill?

- Practitioners are predominantly responsible for uploading for their key group of children. However, the Principal Teacher, Senior Early Years Practitioner, Early Years Practitioners, Modern Apprentices and Support workers can contribute to any child's journal too.

- All items being shared by parents on the class account must be approved by the key worker, or in their absence Senior EYP.
- The school Seesaw admin (Principal Teacher – Miss Devlin and Early Years Depute Head – Mrs Krakowska) can make changes to settings and add staff and students. The PT/SEYPs can also edit posts should this be required.

How will Seesaw be used at Cornhill Nursery?

Staff

- Seesaw must only be used by Nursery staff within the working hours of **8am – 6pm**. *Parents receive notifications every time a staff member add/edit posts so we must adhere to these hours.*
- As much as possible nursery posts will be sent 'in the moment', however this is not mandatory and of course, is not always possible. Posts can be sent the following day or later on in the week. This will purely depend on the nursery day and if staffing numbers allow.
- Access to the Seesaw app will only be given to approved parents and carers.
- Parents will primarily receive posts about their own child only, however, on occasion, staff may wish to share a group post. *Parents who do not want their child to feature in a post with other children will note this on the permission section of their child's personal plan. All staff will be alert to any children this may apply to.*
- At times, the Principal Teacher/SEYP practitioners may use Seesaw to provide class specific information about upcoming events, learning and trips.
- The Senior EYP will post every 2 weeks about the 'Planned Learning' for the fortnight. On occasion, the planned learning may run for an extra week though.
- As children progress through nursery, they will be encouraged to take increasing ownership over selecting what they would like to share on their profile. Practitioners will encourage personalisation and choice where possible.

SNAPSHOTS

- Staff will send home **one 'snapshot' post for every child every week**. *A snapshot is essentially just a photo or video that gives the parents an insight to something the child has engaged in that week in nursery. It will usually be accompanied by a caption(s), short sentence, or voice clip.*

Although this is the maximum expectation on a weekly basis, children may occasionally receive more than one.

OBSERVATIONS

- Staff will endeavour to send **two 'observations' home per child, per month.**
- Observations will usually be subject specific (Literacy/Numeracy/Health & Wellbeing) or cross curricular and *where possible* will be linked to planned learning, as evidence.
- An observation will detail the learning experience observed, the skills developed and suggestions as to how this can be reinforced/extended at home or in nursery (*Next Steps.*)

It should be noted that the information about the frequency of snapshots and observations are a guide for staff and parents and will be vastly dependent on the child's attendance throughout the month and will take into consideration any staff absence.

We also firmly believe that not all learning opportunities need to be recorded. The children are learning ALL THE TIME and sometimes we just need to be completely present with the children.

Parents

- Parents are encouraged to share any wider achievements/successes/exciting news from home on Seesaw.
- We would appreciate **one post a month** from parents, but this can be more frequent if parents are keen and willing to! Just like parents, staff love seeing posts!
- Parents are encouraged to respond to posts from nursery. This can either be with a 'like', but preferably with a comment. This is a two way tool and we believe that partnership with parents is vital in a child's development and journey.
- Each pupil's Seesaw profile will follow them throughout their time in nursery to ensure that progression in learning can be tracked and monitored.

<i>Policy written</i>	<i>Policy Reviewed</i>	<i>Changes Made</i>
<i>Nov 2022</i>		
