



Seesaw online learning tool

Some parents may have already been able to use the Seesaw online communication tool during lockdown to support home learning and communication. This tool can be used both online and by mobile app. We will be using this tool to replace Marvellous Me for sharing important class messages and these can be viewed in the inbox under the announcements tab, but we have attached a guide below to support installation and use.

We will also be using Seesaw in the event of a full/partial closure of the school; Seesaw will be our primary online learning platform. Children will be sent relevant learning tasks, web-links and activities to complete each day. Teachers will mark the work online and send it back for students to see and also respond to.

SeeSaw will not replace the normal protocol for school communications. To report a child's absence or comment on a school-related issue, please email or call the school office.

Every child will be sent home with a letter that has a unique home learning code. This code lasts for a year. You can scan the QR code or type in the code on a phone/tablet with the Seesaw Class app or you can go online to **app.seesaw.me** on a computer. We suggest you keep this code somewhere safe, but easily accessible, such as pinned to the fridge or noticeboard in your home; you may need to use it regularly. Once you are signed into the app you can stay signed in if you prefer.

There are two options for the app you can use. The first option is the 'Family Seesaw' version which will allow parents/carers to monitor the messages sent and received from the class teacher to ensure engagement of tasks; teachers may also choose to send direct messages to the parent/carer. The second option is the 'Class Seesaw' version, where children complete their assigned work and communicate with their teacher accordingly.

For the 'Class' app you will have to sign in and out between multiple children; whereas, for the 'Family' app, you will be able to receive communication for all children without having to sign out. **Please keep an eye out for hard copies of your child's personal log-in details, which you will receive in the next week.**



Seesaw Parent Information Booklet



If you want to use the Seesaw app on a phone/tablet please go to your app store and look for **Seesaw 'class'** and/ or **Seesaw 'family'**



Parent 'Family' Seesaw

On a phone/ tablet – Please download the seesaw app 'Seesaw family'. You will be asked to scan the QR code and enter an email address and password when creating your account.

What can parents do?

The Seesaw 'family' app allows parents to view their child's journal, which will be photos, videos, notes or documents that the teacher, or your child, have added.

Parents can 'like' (tap the  icon) and add comments to their child's journals, but parents **cannot** upload or add to the pupil's journals. Items added to just your child's journal mean only your child, teacher and the parent can see the comments.

Parents can also access the inbox. This is where your child's teacher can send messages that can only be viewed by parents, and **not** the children. If you reply to the inbox message, only the parent and the teacher will see that message. This is the **best way** for parents to communicate with the teacher about the work set, rather than adding comments to the journal to communicate. Parents can upload photos and videos to the inbox, but teachers cannot then add these to the pupil journal. You can receive information about multiple children in the family app.

Student 'Class' Seesaw

Your child's teacher will provide you with a student log in letter.

On a phone/ tablet – The children will be directed on their invitation to download the 'Seesaw class' app, **not** the 'family' app like parents. The children can then scan the QR code from their invitation, choose their name and can then access their journal.



What can children do?

The children can click on the green sign;  this will give them choices to take live photos or videos, or to upload photos and videos from their device (computer, phone and tablet). Children can also add 'notes' if they want to communicate with the class teacher.

When children upload to their journal, only the child, the class teacher and the child's family members using Seesaw can access the journal; no other pupils can see your child's journal. Any comments made on the journal by your child or family members will need to be approved by the class teacher before they are published.

Which App should I download?

We would recommend downloading the Seesaw 'family' app and the Seesaw 'class' app, and being logged in on both accounts, so to have more access. This will be particularly helpful for parents with older pupils who may have access to Seesaw on a

personal device. If you have any questions, please do not hesitate to contact the class teacher.

If you would prefer, you can access both Seesaw 'class' and 'family' at the web address **app.seesaw.me**. For the family element, choose I am a family member and for a child, choose I am a student and enter the codes/QR codes provided.