

# Wingfield Primary School

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Website: [www.wingfield.greenwich.sch.uk](http://www.wingfield.greenwich.sch.uk)

**Executive Head Teacher:** Sophie Powell

**Head Teacher:** Ross Silcock



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Dear Parents/Carers,

As your child is in their final term of Reception we will shortly be stopping your child's Tapestry profiles as we do not use this system in Key Stage One. From the 16<sup>th</sup> July we will not be adding anymore observations on to your child's Tapestry profile and you will receive a notification from Tapestry that your child's profile is ready to download.

To download your child's profile, you will need to:

- 1- Click on the notification tab.
- 2- Select the option that says 'Download Ready: PDF journal export for (your child's name)'.
- 3- Select download. This should then download the PDF journal to your computer or tablet.

The Tapestry profile will contain all of the observations of your child during their time in Reception. Please be advised that the Tapestry profiles are downloaded in a PDF format so they will not contain videos.

From the 30<sup>th</sup> July you will no longer have access to your child's profile so please ensure that you download their profile along with any photos or videos that you want to keep before this date.

If you have any questions or would like to discuss any of the above further please do not hesitate to get in touch with us through emailing [wfeyfs@wingfield.compassps.uk](mailto:wfeyfs@wingfield.compassps.uk) or by contacting the school office.

Kind regards,

Miss Travers

EYFS Phase Leader



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[www.compass-partnership.uk](http://www.compass-partnership.uk)

Alderwood - Deansfield - Halstow - Horn Park  
South Rise - Willow Dene - Wingfield

Senior Executive Head Teacher of The Compass Partnership: John Camp