Sandringham Way, Frimley, Camberley, Surrey, GU16 9YF 01252 837538



Head Teacher: Miss S Randles www.sandringham.surrey.sch.uk info@sandringham.kite.academy

Friday 14th July 2023

Dear Reception families,

We have had an exciting year recording your child's learning and achievements on our Tapestry online system. Thank you also for your comments, observations and contributions to ensure your child's learning journey reflects a variety of celebrations, achievements and next steps.

As your child is nearing the end of their Reception year, we kindly ask that you no longer add anything to Tapestry. We will be archiving your child's journal at the end of next week in preparation for our new intake in September.

From 14th to 21st July please could all families follow the instructions overleaf with details of how your child's learning journal can be downloaded from Tapestry and kept for you to treasure.

Please note: home downloads must take place between Friday 14th July and Friday 21st July before we remove them from the system altogether on Monday 24th July.

If you have any questions regarding this download process, please email the Reception teachers on: <u>receptionsandringham@sandringham.kite.academy</u> or alternatively, the school office.

Kind Regards

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Miss Randles

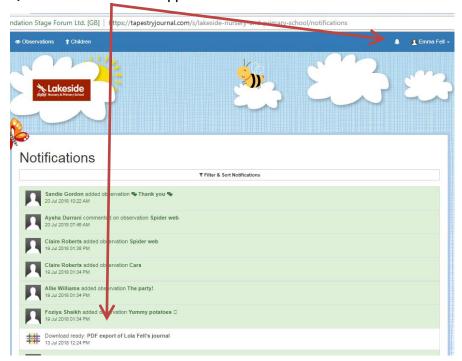
Head Teacher



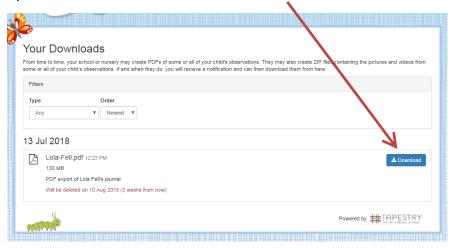
You should receive a notification on your child's account. Please make sure you save this to your computer as your child's journal will be deleted on **Monday 24th July 2023**.

Our HOW TO guide...

1) A notification will appear



2) Click the notification and click 'download.'



Please note the date when your child's journal will be deleted. Make sure you SAVE your journal to your computer.