



Langtoft Primary School

Using *Seesaw* safely at home

4 May 2020

WHAT CAN I USE SEESAW FOR?

Seesaw is a secure online learning portfolio that can be used to share children's learning both at school and at home. Posts can include photographs, drawings, notes, diagrams, voice recordings, short video clips and creations from other compatible apps such as Popplet, Chatterpix, Toontastic or Stop Motion animation (there are many more). Children should be discouraged from posting images of themselves – keep the focus on the learning.

WHAT HAPPENS NEXT?

If you gave permission by Friday 1 May 2020, we will later today send to you via ParentMail a link which you will need to copy and paste in to your internet browser. This will take you to a PDF which will contain two codes: your child's personal QR code and an access code. These will allow you access to *Seesaw Class*. Remember *Seesaw* is private; you will only see posts created by your child or their teacher.

HOW DO I GET STARTED?

Before you do anything, you will need to download a free app called *Seesaw Class* on to your device. This is the app that is used to upload and view your children's work. Alternatively, you can go to <https://app.seesaw.me> on a computer.

1. Once on the app, choose "I'm a Student".
2. Go back to the PDF and scan your child's personal QR code using *Seesaw's* built in QR scanner **or** type in your child's personal access code.

Remember to keep your QR/access codes safe – these are your personal passwords.

CAN I SHARE THE QR CODE FOR THE SEESAW CLASS APP?

No. The QR code/access code is the key to your child's portfolio. Please do not photograph or share the code on social media. This will compromise the safety of your child. It will also result in your child being removed from the class list. Whilst they cannot view other children's posts, the QR/access code must be treated as 'private'.

HOW DO I POST ON MY CHILD'S ACCOUNT?

1. Log on. Find and click the 'Add' button at the top of the page.
Here you can add a photo, drawing, video, note or file.



Top tip: Choose 'file' if you are adding something already saved on your device such as a photograph you have already taken.

2. Click the 'green tick' at the top of your page when you are happy to add the item.



CAN I COMMENT ON MY CHILD'S POSTS?

Yes. On all posts, you can comment using the small speech bubble icon.

All comments that you post are reviewed by the class teacher/s before appearing on your child's journal. Comments should be relevant to the learning in the post. Please do not use Seesaw as a messaging service.

HOW OFTEN WILL MY CHILD'S TEACHER COMMENT?

You can expect a comment on the learning to be left by your child's teacher/s at least twice a week.

HOW MANY TIMES CAN MY CHILD POST?

There is no limit. Bear in mind that your child's teacher may be commenting just twice a week. Help your child to be selective in what they post. Guide them to post their favourite piece or the piece they are most proud of. Your child's teacher may indicate in their weekly suggestions for learning at home which activities they would be interested in seeing on Seesaw.

WHAT IF I HAVE A PROBLEM?

If you are having issues with accessing your account, please either see the Seesaw website for guidance or contact the school where we will do our best to help.

HOW SECURE IS SEESAW?

Seesaw states that, '*protecting your privacy is fundamental to our mission and business. The following summarize our promises to you.*

- *We never sell your data or student data.*
- *We never advertise in Seesaw.*
- *We don't own the content you add to Seesaw.*
- *Student work is private to the classroom by default.*
- *We use the latest security industry best practices to protect you.*
- *We are transparent about our practices and will notify you if things change.*
- *We are compliant with FERPA, COPPA, GDPR, MFIPPA, and the Australian Privacy Act.'*

More information can be found on <https://web.seesaw.me/privacy-policy>