



The BAWB Federation  
Bainbridge, Askrigg, and West Burton Primary Schools  
*Mid-Dale Excellence in Education*  
Executive Headteacher: Miss Charlotte L. Harper

30<sup>th</sup> March 2017

Parental Observations at Home:  
Contributing to your child' learning portfolio

Thank you to those of you who were able to come to our meeting for parents on Monday this week.

The EYFS curriculum is really clear about the importance of parental engagement in our children's learning, and for obvious reasons. Parents and families know their children the best; you are constantly observing your children learning new and exciting things, exploring their environment, and experimenting with the world around them. Driven by this understanding, we really value the contributions you can make to our EYFS pupil learning journeys.

The software that we use to record our observations of our children's learning (2Build a Profile) has recently launched a new function to allow parents to make observations which then feed directly into your child's portfolio.

It is really easy to send us an observation of your child; please see over the page and follow the simple steps to start contributing your own observations straight away.

A few key things that you need to remember first:

- We must have an up-to-date email address from you and you must respond to the activation email from 2BAP to say that you agree to use your email account for this purpose. If you are not sure if this is the case, please contact school directly. You will know if this is the case if you have been receiving your child's portfolio via email.
- When sending an observation, you must send from the email address that we have on the system (the one which received the activation email), otherwise our system cannot recognise you and/or assign your observations to your child.

When you next receive your child' portfolio from school, including all the observations made by our staff, it will include observations made by you (assuming that they have been 'approved' by your child's teacher). The staff at school may also make comments on the observation, including next steps, and can link EYFS objectives or Early Learning Goals directly to it. This will all count as good evidence when we are making our judgements at the end of EYFS.

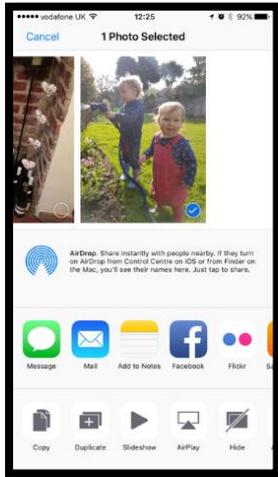
If you have any questions at all, please contact us at school in the normal way. Have fun!

Kind regards,

Charlotte Harper  
Headteacher

## Making EYFS Observations at Home

1. Take a photograph / video on your smartphone, iPad or tablet
2. Select the photo /video to send via email:



3. Make sure you have...

...entered the following recipient's address:

[inbox@2buildaprofile.com](mailto:inbox@2buildaprofile.com)

...put your child's name as the subject (first name is fine).



...checked that you are sending from the correct email address (the one we have in our system).

...written some notes about what you are observing (see below for tips\*).  
**VERY IMPORTANT:**  
your writing must be **above the picture** (not below it).

\*Your notes could:

- include a simple description of what your child did / what they learned / what they said
- tell us about something your child has done / achieved / experienced for the time
- draw our attention to something your child does at home which we might not be aware of

4. When you have done all this, press 'send' (iPhones ask you to select the photo size: medium is fine).