



Caldecote Primary School

Seesaw

April 2025

1. Purpose

The purpose of this policy is to outline how Seesaw will be used by the school, pupils and parents.

2. Use by the school

All pupils will be given their personal Seesaw account. The school creates these at the beginning of each academic year and log ins details will be sent home. Parents will have access to their child's account only.

Seesaw is used by the school in the following ways:

- Share Topic Overviews
- Share Home Learning Menu
- Share Spelling lists

Teachers will share pupils' uploads during home learning celebrations in school. Staff will not comment on the work uploaded. Staff will keep a track shared work to ensure all pupils have the opportunity to share and celebrate.

3. Use by parents

Parents will be able to view their own child's account, documents uploaded by the class teacher and upload their child's work. Parents may share home learning in the following formats:

- A picture (not showing the pupils face)
- A video (not showing the pupils face)
- A voice recording
- A document

Seesaw is not used:

- To communicate with school staff
- To ask questions or raise concerns
- To communicate with the child

Any work uploaded that does not meet the above criteria will be deleted by the school.

4. Use by pupils

Pupils access to Seesaw will be decided and controlled by their parents. Seesaw is not used in school by pupils.

5. Red Class (Reception / EYFS)

In Red Class only, Seesaw is used to share photos of children learning within the provision of the school are uploaded by Red Class teachers onto the pupil's individual account.

Parents are able to share achievements and enrichment activities which have taken place at home such as learning to ride a bike, a swimming certificate, etc and any festivals or celebrations they experience. These uploads can show the pupil's face.

As per the above, Seesaw is not to be used to communicate with staff or pupils.

Signed: Date:

On behalf of Caldecote Primary School