

Seesaw School Policy

Seesaw is a secure online learning journal which is used to record photographs, observations and comments. The system allows us to share this information with parents, carers and families.

The aim of this policy is to ensure that all staff in the school community understand how Seesaw should be used in school.

Teachers are responsible for:

- Making sure that each term a piece of literacy, numeracy, health and wellbeing and one other area are shared.
- Developing the skills of pupils to capture evidence and identify next steps.
- Providing feedback that moves learning forward.
- Equipping children with the vocabulary to have reflective learning conversations.

How Seesaw will be used at Newhill Primary:

- SeeSaw will only be used by teachers within working hours.
- Although information will be sent out to inform parents/carers, SeeSaw will not be used as a platform for dialogue or individual communication between staff and parents.
- Access to the service will only be given to approved parents and carers.
- To adhere to GDPR, staff will only identify pupils on the service using their first name and surname initial.
- Teachers will approve all posts and comments from pupils and parents/carers before publishing.
- At times, teachers will provide class specific information about upcoming events, learning and trips. School newsletters will also be shared via SeeSaw.
- Developments in 'Rights Respecting Schools' should be shared, along with class charters.
- Teachers will engage in collegiate discussions and moderation regarding their use of SeeSaw.

How Seesaw will be used to enhance learning:

- As children progress through the school, they will take increasing ownership over selecting work and achievements to show on their profile. Teachers should encourage personalisation and choice where possible.
- During each term in the school year, one piece of work in each of the following core curricular areas must be included. These pieces of work should be selected by each pupil (alongside the teacher) and do not have to be the same for each pupil:
 - Literacy & English
 - Numeracy / Maths
 - Health & Wellbeing (inc. PE)
 - One other piece of work (please include different areas of the curriculum throughout the year)
- The above pieces of work are the minimum required, however further achievements in school can also be shared. Pupils should be encouraged to share any piece of work or wider achievement that they are proud of. These additional pieces do not require the same level of teacher engagement in terms of assessment and LI/SC.
- Teachers must approve/authorise all new additions and comments before anything is shared with parents and families.

- Each pupil's Seesaw profile will follow them throughout their time at Newhill Primary to ensure that learning is retained and progression in learning can be tracked and monitored. This will also be used to assist in transition within the primary areas.

How assessment will be evidenced on SeeSaw:

- For the four core pieces of work per term:
 - Learning Intentions and Success Criteria must be obvious
 - The learning Intentions and Success Criteria must be self, peer or teacher assessed.
 - A teacher comment must be included and relate to the LI/SC on the work/task. This feedback should be in terms of strengths and how the piece can be improved should be given, if appropriate. Strengths should outweigh next steps.
 - A variety of AifL methods should be used throughout the year.