

Barsail Primary School

Seesaw Guidance
For Parents



Seesaw



Contents

We understand that some parents may already be aware of some of these features, so this contents page should allow you to skip to the sections that are most relevant for you.



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What we use Seesaw for in Barsail



▶ Communicating with Parents

Letters will be sent through Seesaw rather than in paper form. Open and private communication between parents and teachers through the messaging section.

▶ Engage in your child's learning

Photos of learning to allow you to speak to your child about their school day.

▶ Child's progress and next steps

Reporting comments, targets and next steps will be shared to allow you to discuss these with your child.

▶ Completion of Homework

Homework will be posted and completed via your child's Seesaw profile. There will be more information on this later in the presentation.

▶ Digital Citizenship

Develops your child's digital technology skills



What to expect on Seesaw



Seesaw was first introduced to replace interim reports and it was agreed that one literacy (reading, writing and listening and talking) and one numeracy reporting comment on Seesaw per term would be a more beneficial way of reporting on learning progress.

Reporting comments will take many forms. Photos of maths assessments, photos of writing criteria, videos/photos of solo and group talks and written comments are some of the ways you may see your child's progress being reported on each term.

Photos/videos of learning experiences will be posted when teachers are going 'over and above'. Therefore, if there are days/weeks where Seesaw is quiet, it is due to the teacher focusing on the teaching and learning time within the classroom.



Creating a Seesaw account



Seesaw has changed
and there is now
only ONE app.

If you have used Seesaw for a child you already have in the school, you may have already downloaded a Seesaw Class app and a Seesaw Family app.

These will stay on your device if you already have them, however the Family one is no longer available in the app store. You can switch between your parent account and your child's account on the original class app now.

There is a video on how to do this later in the presentation.



**This is the new
Seesaw app logo on
iOS and Andriod**

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Creating a Seesaw account

Watch the video below to learn how to set up your child's Seesaw account for the first time or to add another child to your account.

Please note that in Barsail, we only use the paper QR Code invitations.



If you are creating more than one account to allow other family members to see your child's Seesaw profile, please remember that this will mean they can see all communications from the school. We advise against having several accounts for the purpose of viewing photos.



Switching between accounts

You no longer need to sign out of your family account to allow your child/ren to access their account on the same device. The video below shows how you can easily switch between all accounts in your family.



Messaging on Seesaw



- Parents and students will receive whole school or class announcements.
Parents have an option to reply to the sender privately.
- Teachers will send conversation messages with parents. These can be as a group (e.g. more than one parent) or one to one. Parents can reply in the original message thread, but keep in mind that everyone can see your reply if it was sent in a group.

*Not all announcements will be sent to student accounts so it is important to check your parent accounts for information.

Students cannot reply or send private messages with their teacher

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Messaging on Seesaw



All urgent messages during the school day must be made by calling the school office on 0300 300 0146. Running late at pick up and collecting your child early for an appointment are examples of this.

Absences should be reported to the front office by calling 0300 300 0146.

- Complaints should not be made via Seesaw. Instead, please contact the school by:
 - calling the school office for an appointment
 - writing a letter
 - speaking to the teacher
 - speaking to a member of the Senior Leadership Team.

We would appreciate if you could be mindful about when you message and avoid weekends, holidays and late in the evening. Teachers might have working hours set up on Seesaw. If you message outwith the teacher's office hours then you will get a message notifying you of this but the message will still be sent.



Features of Seesaw



- Click on the features you want to learn about

Adding a journal post

Sending your work and choosing a folder

Folders

Using the tools on a drawing post (4 pages)

Liking and commenting



Features of Seesaw

*Journal posts should be used for children's learning, not to send messages to their teacher



When your child is on their Seesaw account, they can select the green add button on their journal to add a new post

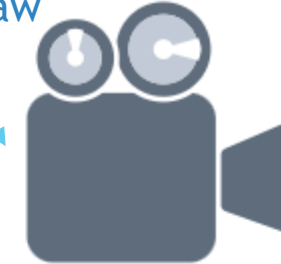
Photos and Videos can be taken on your device through Seesaw



Photo



Drawing



Video

Drawing is a blank page that allows you to do many different things with your post. See the following slides to learn how to work those features.



Upload

You can upload a photo, video or file from your device here



Note

You can add a text note or insert a link to a web page



Link



Features of Seesaw

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The screenshot displays the Seesaw workspace. At the top, there is a toolbar with icons for trash, zoom, crop, undo, and redo. On the right, there is a 'Draft' status indicator and a checkmark icon. The main workspace contains a text box with the word 'Example' inside a rectangular frame. A context menu is open over the text box, listing various actions: Style, Order, Lock, Link, Voice, Duplicate, Accessibility, and Delete. A color palette is visible on the right side of the workspace. The bottom of the screen features a toolbar with drawing tools like a pencil, highlighter, and eraser. A 'Next page' button is located in the top right corner, and an 'Add Page' button is in the bottom right corner.

Click on this tool to add a text box

Click on the three dots to edit your text box

Use these tools to format your text and choose your colour here

- Style
- Order
- Lock
- Link
- Voice
- Duplicate
- Accessibility
- Delete

1 ...

Add Page

Features of Seesaw



The image shows the Seesaw application interface. At the top left, there are icons for trash, zoom in, zoom out, undo, and redo. On the left side, there is a vertical toolbar with icons for text (T), microphone, camera, and a menu (three dots). In the center, a dark grey overlay box contains a microphone icon, a star, a circle, and a pencil icon. Below these icons, it says "Record your screen and voice in..." followed by the number "1" and a purple "Start Recording" button. On the right side, there is a red status bar showing a timer "0:08 / 5:00" and a green "Done" button with a checkmark. Below the status bar is a vertical color palette and a page indicator showing "1" and a menu icon. At the bottom right, there is an "Add Page" button with a plus sign in a square. A large play button is visible in the center of the workspace.

Click on this tool to start a recording

You will get a warning before the recording starts. Click here when you are finished

Click on the three dots to edit your recording

Add Page

Features of Seesaw

Next
page



Change the size of your photo here

Click on the three dots to format the photo

Click on this tool to take a photo on your device or to upload a photo or video from your device

- Order
- Lock
- Link
- Voice
- Duplicate
- Accessibility
- Delete

Draft

1

Add Page

Features of Seesaw



The screenshot shows the Seesaw interface with various tools and features. At the top, there is a toolbar with icons for trash, zoom in, zoom out, undo, and redo. On the right side, there is a 'Draft' status indicator and a green checkmark. The main workspace is a large white area. On the left side, there is a vertical toolbar with icons for text (T), microphone, camera, and a menu icon (three dots). Below the menu icon is a horizontal toolbar with icons for Shapes, Background, Link, and Voice. At the bottom, there is a drawing toolbar with icons for pencil, highlighter, eraser, and a bucket. On the right side, there is a vertical color palette and a page indicator showing '1' and a plus sign. The text 'Add Page' is visible at the bottom right.

Click on this tool to add a shape, change the background colour, add a link to a video, website etc. or to add a voice recording

These tools will allow you to draw and rub out. Change the colour here

You can add more pages here

Add Page

Features of Seesaw



The screenshot displays the Seesaw interface. At the top left, there are icons for trash, search, crop, undo, and redo. Below these is a 'Post Visibility' dropdown set to 'Class Default'. A 'Folders' sidebar on the left lists various categories with their respective post counts. On the right, there are buttons for 'Draft' and a green checkmark, along with a color selection bar and an 'Add Page' button at the bottom right.

Folder	Post Count
Highlights	Showcase noteworthy student work
Achievement	43 posts
Assessment & Evaluation	169 posts
Expressive Arts	8 posts
Health & Wellbeing	83 posts
Homework	424 posts
Literacy	246 posts
Numeracy	125 posts
Online Logins	103 posts
School visits	8 posts
Science, Technology & ICT	28 posts
Social Subjects & RME	82 posts
Targets	34 posts

If you are not finished yet, you can save as a draft to come back to later

When you are finished, click the green tick

Remember to add your post to the correct folder (this will show after you have clicked the green tick)

Features of Seesaw



Our Pupil of the Day - please feel free to add your own compliments at home

January 9, 2024 2:40 PM

 Health & Wellbeing



You can like and comment on any posts that staff or children post to a journal. Please be mindful that this is public however, and everyone involved in the post can see it. For example, if you comment on the homework grid posted by the teacher, everyone in the class will be able to read that comment.

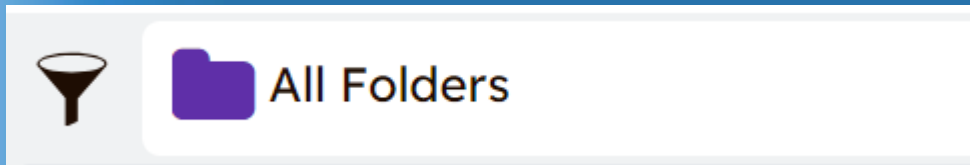
Children can edit a post they have already sent by clicking on these three dots



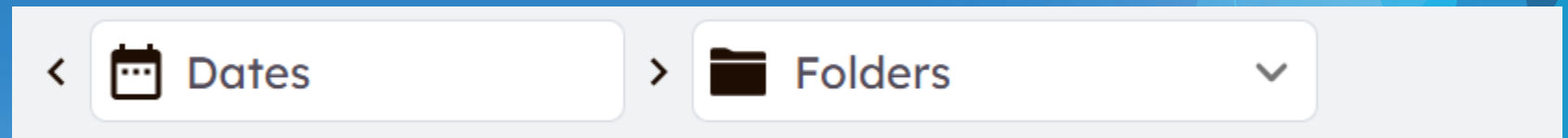
Features of Seesaw



Your child's teacher may put things in different folders for easy access e.g. homework, assessments, targets etc. This is to stop you having to scroll through your child's journal to find a specific post.



On a child's account, you can access these by clicking this tab at the top of the journal. This will then bring a drop down of all folders for you to choose from.



On a parent account, it looks like this. The folders tab will be at the top of the child's journal and when clicked on, will allow you to filter to specific folders.



Homework



- A homework grid will be posted on your child's journal and pinned to the top. This will detail core Literacy and Numeracy activities and have reminders of PE days and any other important information.
- The homework grid posted has 3 pages, please ensure to check them all.
- Homework will be updated on a Friday and be due the following Thursday morning.
- Homework activities will **ONLY** show on your child's log in. Parents will be able to view the grid, however your child will need their log in to see and complete the activities set by their teacher.


Homework

How your child can complete homework



How many activities your child has to complete will show here

Friday, February 16



1 / 9

Core Numeracy Homework - Due 9am Thursday 22nd February

Due Tomorrow

We have been learning how to read timetables in different formats.

P6 - You should attempt the 1* or 2** challenge - or the 3*** if you are really trying to push yourself!

P7 - You should be completing either the 2** or 3*** challenge.

There are two pages for each level.

Please self-correct using the answers at the back and leave a green pen comment.

Waiting for Response + Add Response

Assigned on Feb 16 at 9:00 AM

Homework

Primary 7/6 2023-2024

Journal 4 Activities 483 Notifications

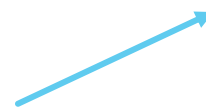
To Do

In Progress

Done

Calendar

To complete an activity, click here





 **View Instructions**

 **Draft** 

Click here to view the instructions the teacher has set for the task



Train Time Activity



Destination	Journey A	Journey B	Journey C
London	10:20	11:30	16:40
Derby	12:20		18:00
Sheffield	12:40	13:10	18:30
York	13:20	13:55	19:15
Newcastle	14:25	14:40	
Duration			3 hours



Click the green tick if you are finished or the orange draft if you need to come back to it. 'Add Response' shown on the previous page will then change to 'Finish Response'



Use all of the tools as shown earlier to complete the activity

- Journey B takes 1 hour to get from London to Derby. What time do you arrive at Derby?

- Journey C takes a total of 3 hours. What time does it arrive at Newcastle?

- How long does journey A take? _____
- You need to be at York for 13:30. Which is the best journey to take?

- You arrive at Sheffield train station at 18:10. How long do you have to wait for the next train to Newcastle? _____
- How many stations does the 11:30 train stop at before it reaches York?



Move through the pages here



 **Add Page**

Adding Achievements



In Barsail, we want to celebrate what your child achieves outside of school. We have listed below the types of achievements we would love to hear about.

Young carer

Charity work

Learned/speak an additional language

Performed in a show

Certificates, badges, medals, trophies

Volunteering

Learned a new skill, e.g. ride a bike

You can add these to the achievements folder on your child's journal or message the teacher to inform them about it.





How to download Seesaw Journals

At the end of the school year, you may want to download your child's work from their Seesaw journal.

Please use a computer and a Chrome or Firefox browser only, the .zip file will not download on a mobile or tablet device.

The next slide will show you how to download a .zip archive of your child's Seesaw journal, including pictures, photos, videos, audio recording and text notes or captions.

Students can also download their own work by following the same instructions.

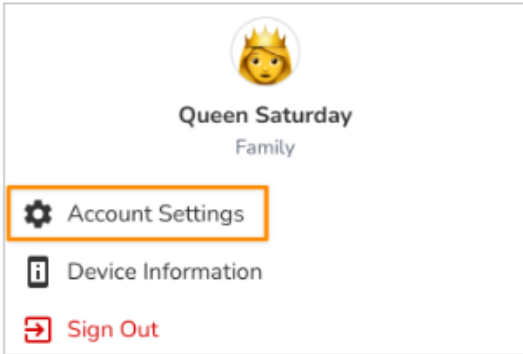
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How to download student work

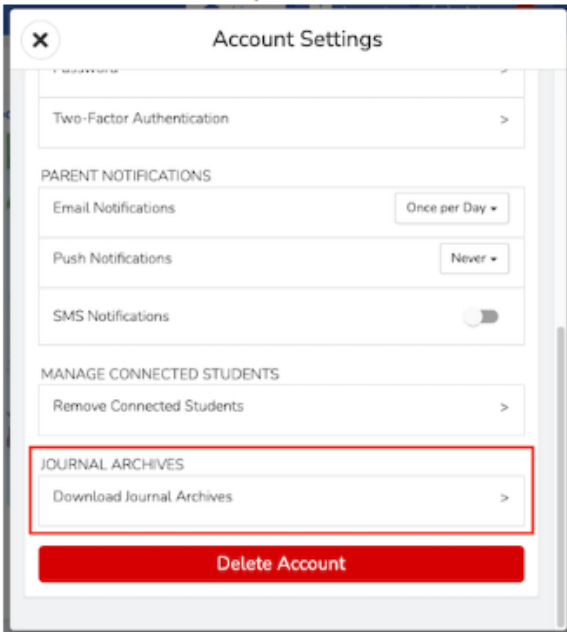
1. Sign into your Family or Student account at <https://app.seesaw.me>.
2. Tap your Profile Icon in the top left corner, and select the gear icon.



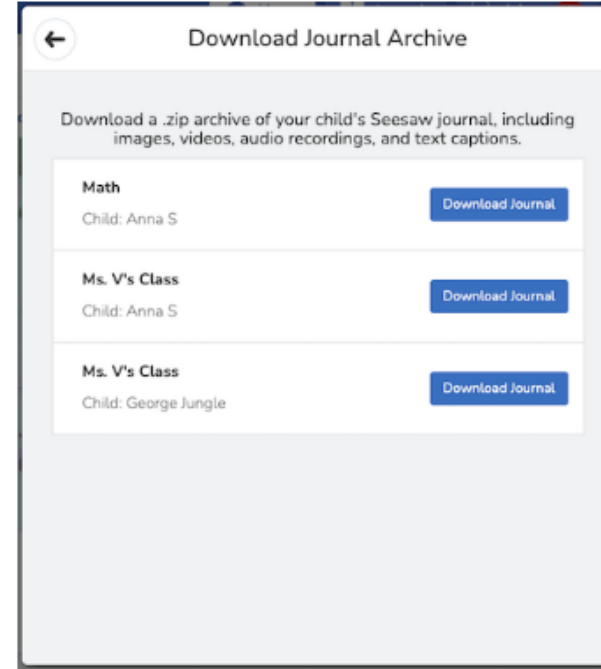
3. Tap Account Settings.



4. Scroll down and tap Download Journal Archive



5. Tap the Download Journal button for the journal you want to download. This might take a while depending on your Internet speed and how many posts your child has in Seesaw.



This is what you get! Files are organized by month and then ordered by the date the post was added. You'll see an .html file with a thumbnail, text notes or captions, folder names, and links (if the post used the Link Creative Tool). You'll also see the original image, video, or audio files.

