



Lochwinnoch Primary School Seesaw Acceptable Use Policy

In Lochwinnoch Primary School, we use ICT to keep our parents and carers informed of their child's learning in school regularly through Seesaw. Seesaw is a student-driven digital portfolio that empowers students to independently document what they are learning at school and enables teachers to share learning and progress across the year.

Expectations:

Journal:

In Lochwinnoch Primary School every child should:

- have access to a QR code for their journal in the classroom.
- ensure they log out of Seesaw after every use
- have a minimum of three posts per week
- have posts that reflect each area of the curriculum across the term

In addition, P4-7 pupils should:

- choose at least one piece of work to post about and justify their choice

Messaging :

Parents:

It is preferable that the private message facility is only used by parents to give information and is not used as a two way conversation. Parents and carers will be reminded each session that the usual processes should be used, ie. phoning the office. On occasions, it may be deemed appropriate for teachers to reply and this is at their discretion.

Teachers:

A teacher is encouraged to phone the parent or carer in the first instance if they require to pass on information about their child rather than message.