

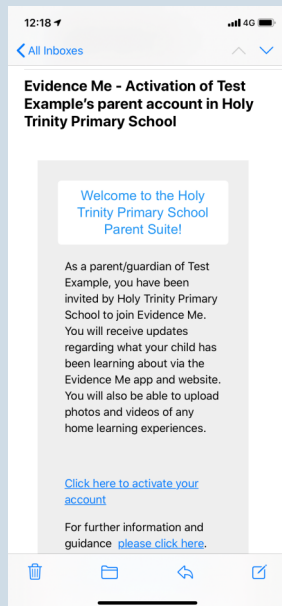


Welcome to Evidence Me!

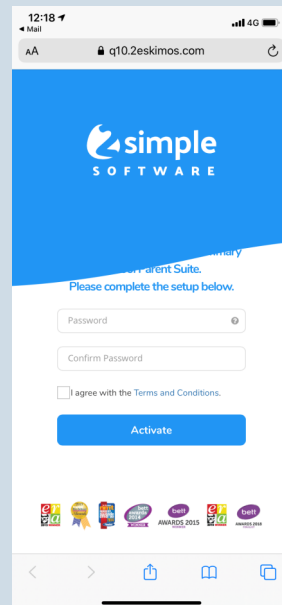
Once we have received consent forms from all parents we will be adding your parent email to the system. Look out for a welcome email arriving —you may need to check your junk folder.

The information below gives you instructions about how to activate your account and how you can use Evidence Me at home. Evidence Me can be used on a web page but we have found that it works best if you download the app.

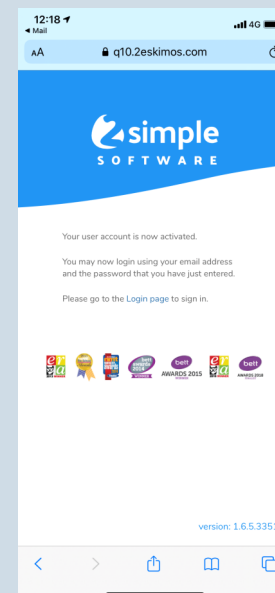
1. Click on the link in the email to activate your account.



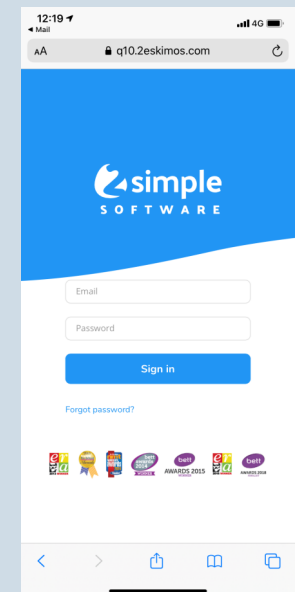
2. Create a password to use for your account.



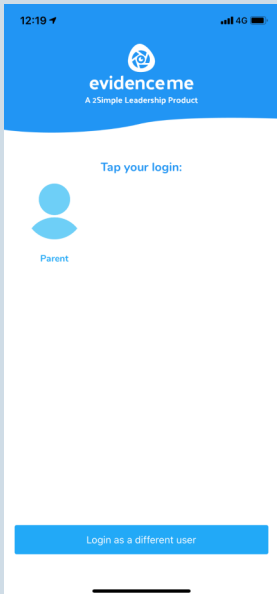
3. Once you have received a confirmation you can either log in on the web page or using the app.



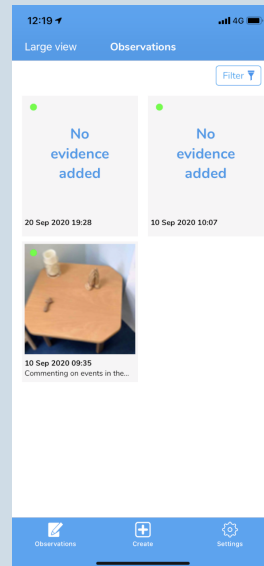
4. Sign in using your email address and the new password you have created.



5. Tap on the parent icon.

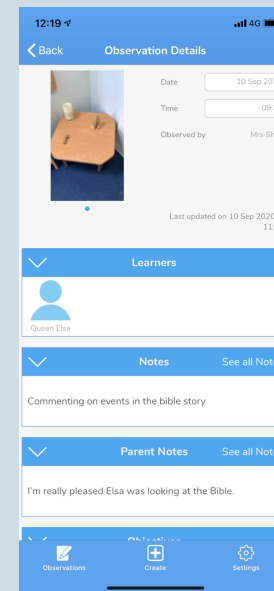


6. You can view the observations that have been created for your child. Click on one to read more.



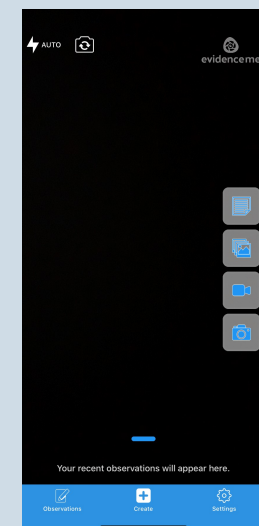
At times we may share homework or other information using Evidence Me. We will label these observations as '**Parent Information only**'. Please do not comment on these posts.

7. In 'Parent Notes' you can write a positive comment about your child's learning seen in the observation.



You can also view any photos or videos attached to the observation. If there are more than 1, you can scroll through them.

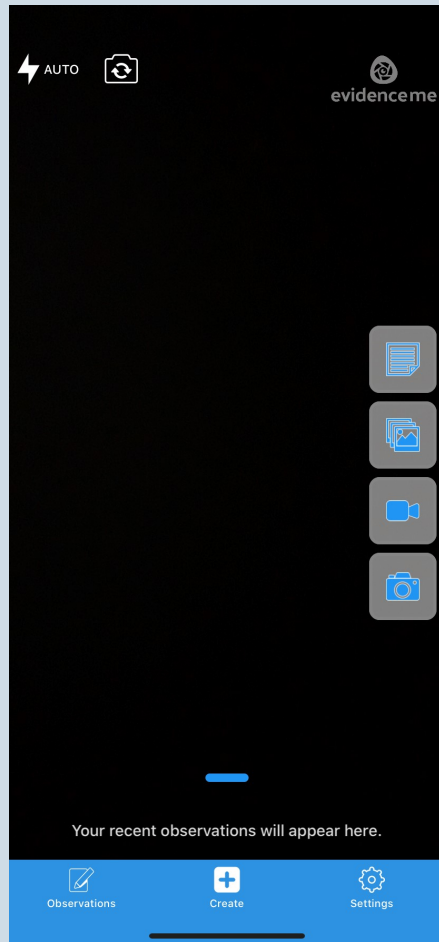
8. You can also create your own 'Parent Postcards' of new learning you have seen at home or new experiences. These could be the 'wow' moments of a new skill you haven't seen before or perhaps if your child has received a certificate for swimming/dancing etc.



Parent Postcards

Please ensure that children are fully clothed in all photos and videos added to Evidence Me.

Teachers/key workers may share 'Parent Postcards' to celebrate with the class.



There are 4 ways to create a Parent Postcard.

Click this icon to create a postcard by making a note about what has happened.

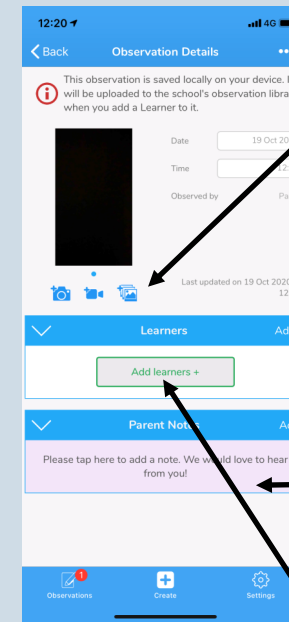
Click this icon to create a postcard by selecting a photo in your camera roll.

Click this icon to create a postcard by creating a video. You can also add a video from your photo library.

Click this icon to create a postcard by taking a photo.

You can view your completed postcard and then this will be available to view on the Observations screen.

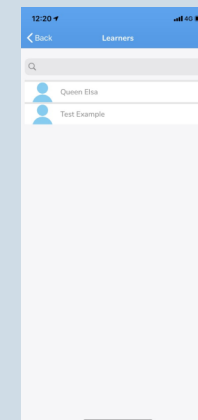
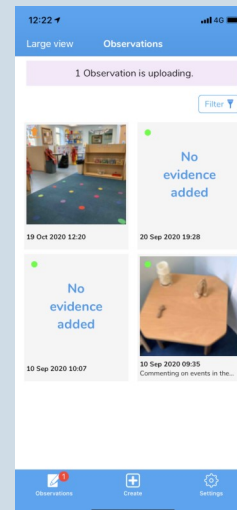
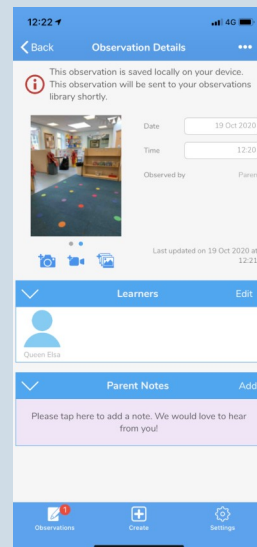
You may need to change the date range to view previous observations.



You can add extra photos or videos.

You can then add a note (if you have not already done this)

You will need to select your child using the 'Add Learners' button. You will only be able to add your own child, but if you have siblings in the setting, you will be able to choose the relevant child.



**We hope that you enjoy using this system
and sharing your child's learning journey with
us.**

**If at any time you are concerned about your
child's progress, please speak to your child's class
teacher directly—the 'Parent Comment' section
on observations is for you to praise your child and
their learning only.**