



# Seesaw Policy

## St. Paul's CE Primary School

**'Flourishing in Faith, Hope and Love'** (1 Corinthians 13 v 13)

*Policy agreed by Governing Body: September 2026*

### UNICEF Convention on the Rights of the Child



**Article 3 (best interests of the child)** The best interests of the child must be a top priority in all decisions and actions that affect children.



**Article 16 (right to privacy)** Every child has the right to privacy. The law should protect the child's private, family and home life, including protecting children from unlawful attacks that harm their reputation.



At St. Paul's CE Primary School, our staff and children use Seesaw to share their learning, achievements and time at school. Seesaw is a window into the classroom and our school. Seesaw is a powerful tool to strengthen our home-school partnership.

This policy is to explain the acceptable usage of Seesaw at St. Paul's CE Primary School for staff, parents/carers and pupils.

### **What is Seesaw?**

Seesaw is a digital online learning platform. We use the Seesaw App to share what we are doing in school in a safe, secure and private online environment. Seesaw provides a safe digital learning journal for every child; it documents their learning and time at St. Paul's using photos and videos shared by themselves or their teachers. All communication is approved by teachers to ensure that all users are using the platform responsibly.

### **Who controls the content of Seesaw at St. Paul's CE Primary School?**

All teachers control their own 'Seesaw Class'. All items shared on the class page must be approved by the class teacher and he/she will ensure that they are appropriate. Some posts may be uploaded by other teachers within our school. The school Seesaw admin is run by Miss Tilzey [Deputy Headteacher] and Miss Norbury [School Business Manager] both of which are Digital Safety Leads. The Seesaw admin manages the settings of our Seesaw account.

### **Seesaw Privacy**

<https://trust.seesaw.me/>

Parents/Carers must further protect the privacy of their children and others at St. Paul's CE Primary School by keeping their account details/family invite QR codes private and not share posts from Seesaw in anyway, including sharing on social media.

### **What will be shared on Seesaw?**

|                    |                                                                                                                                                                                                                                                                                                     |
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| <b>EYFS</b>        | Staff in Nursery and Reception will use Seesaw to document a child's learning and time in school. Photos and videos will provide a picture of a child's development, it will build a unique picture of what a child knows, feels and can do as well as his/hers interests and learning experiences. |
| <b>Key Stage 1</b> | Seesaw will be used by teachers and children to share and document their learning across the curriculum. Teachers will also share achievements and experiences with families to give them an insight into school life.                                                                              |

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| <b>Key Stage 2</b> | Teachers will use Seesaw to celebrate achievements and share experiences with families to give them an insight into school life. |
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## **Expectations for all...**

### **Senior Leaders/School Seesaw admin Responsibilities:**

- Provide in-house training for staff on the use of Seesaw.
- Ensure that the Seesaw Policy is reviewed and updated annually
- Ensure that all stakeholders comply with the Seesaw Policy
- Support parents/carers in connecting with their child's Seesaw account

### **Teacher Responsibilities:**

- To upload posts regularly to every child's Seesaw account. In EYFS and KS1 you will see a range of posts sharing their learning, achievements and experiences within school. In KS2, you will see at least three class posts per week sharing their achievements and experiences within school.
- To continue to educate pupils on digital safety across the curriculum, including directly referring to our use of Seesaw within school.
- If a child asks for their photo not to be taken, teachers will respect the decision of that child. However, teachers will not tend to explicitly seek the permission from children to take their photo as this has been given by parents/carers.
- To ensure pupils have photo permission.

### **Parents/Carers Responsibilities:**

- To connect to their child's Seesaw account
- Parents/Carers are responsible for the activity on their account, no pupils should be commenting or liking posts via a family account.
- Ask for support with Seesaw if needed.
- **Parents/Carers should not take images/posts from Seesaw and post them elsewhere online. Seesaw content should remain on Seesaw. This is to protect the privacy and to ensure the safety of all pupils at St. Paul's CE Primary School.**

### **School-wide Seesaw Settings**

- Pupils can sign into Seesaw within school using shared devices, they will do this using a class QR code. This code will not be shared outside the classroom. The shared devices remain within school. Some pupils may upload posts to Seesaw; these will be approved by a teacher.
- Pupil likes and comments will be disabled: pupils are not allowed to like and comment on other pupil's work.
- Family likes and comments will be enabled. Parent/Carers are encouraged to engage with their child's journal. All family comments will be approved by the class teacher.

## **What is inappropriate content and how will it be dealt with?**

St. Paul's CE Primary School deems any of the following as inappropriate:

- Offensive language or remarks
- Unsuitable content/images
- Links to unsuitable content/images

Any inappropriate content from pupils or parents/carers will not be approved by the teacher. Pupils will be reminded of our digital safety and acceptable use policies. Parents/Carers will be notified if their content is deemed inappropriate and access to Seesaw may be removed if necessary.

## **FAQS**

### **How does Seesaw know who to send my child's posts to?**

Parents can sign up for Seesaw through a QR code that will be sent out at the beginning of each academic year. The QR code is uniquely generated by Seesaw to link to only the child's account. Each time a teacher or child posts, they are required to tag a student in that post. Sometimes it may be 1 child, sometimes a group and sometimes the whole class. Notifications will go to those parents whose child is tagged in the post.

### **How should parents respond to their child's post?**

Parents can like and comment on posts. How often they do this is up to them. Seesaw is not a parent communication tool for any other reason. Concerns over your child's learning or wellbeing should not be addressed on Seesaw. It is important to share the Seesaw posts with your child and enjoy discussing school life.

### **Who can see the child's posts?**

Teachers, family members who are linked to that child's learning journal and their class. If a post has more than one child tagged, all children tagged in that post will be shared with family members linked to those journals. Seesaw is not public and will only ever be shared across the class.

### **Can parents opt out?**

Seesaw is our school's way of communicating your child's time at St. Paul's. Should parents not wish to use Seesaw, they will not receive these updates. All parent/carers who have given photo consent via the privacy notice will automatically be connected to Seesaw.