



ST. BRIGID'S
COLLEGE

SEESAW

Dear Primary School Parents /Guardians,

Seesaw is a tool used extensively and successfully across the Junior School. It is a secure online learning journal where students and teachers can create and upload their work across the year. It is a platform where parents can access their child's work, and be part of their learning journey. A variety of school work is uploaded to Seesaw by both students and teacher, such as videos, assessments, worksheets, drawings and voice recordings to their Seesaw journal.

As a Seesaw Parent, you are also notified when your child adds new content and have access to their journal. Seesaw journals are private and only accessible by the teacher, students, and parents.

An essential part of [Seesaw's] mission is providing a service that keeps students safe and puts teachers and parents in control of how student information is shared.

The following Privacy Principles to summarise [Seesaw's] privacy commitments:

- Seesaw does not own the content you provide – students and their schools do.
- Student's work is private to the classroom. Teachers control what is shared and with whom.
- Seesaw will never advertise to students, create student profiles or sell any user data.
- Seesaw use security industry best practices and routinely monitor our systems to protect you.
- Seesaw are transparent about our practices and will notify you if things change.
- Seesaw are Children's Online Privacy Protection Act (COPPA) and Family Educational Rights and Privacy Act (FERPA) compliant." (Seesaw Privacy Policy: <http://web.seesaw.me/privacypolicy>)

Seesaw contracts with Amazon Web Services (AWS) to provide data centre and server hosting services for Seesaw; this means things like making sure the Seesaw servers are always on and fast regardless where in the world you are accessing Seesaw. We use several geographically distributed servers to deliver a high-speed service around the world. This is true of many services you may use, including services like Google Apps for Education. While our primary data storage is in the United States, temporary copies of data may be cached near the person requesting that data to improve performance." To this ends, we wish to advise that Seesaw is not managed nor hosted by St Brigid's College.

Due to the cross border (overseas) nature of Seesaw Data Management Systems and the nature of current Australian Privacy Legislation, we are seeking permission to continue to use Seesaw to publish items (but not limited to) of the following nature to parents:

- Work samples
- Collaborative work activities
- Audio, visual and photos of students engaged in activities
- Teacher comments about activities
- Samples of student work and associated results

Seesaw also does have access to student College emails addresses, student names and student year levels. Please note parents will continue only to have access to material relating to their child, except in the case of collaborative activities or whole class events. Parents should not copy/post or send on images of other children to a third party.

Where permission has been declined for a student to be involved in the use of Seesaw, an alternative portfolio will be sourced of a non-digital nature. Please note that without permission, a student will not be included in any class or small group photos involving learning activities.

Yours Sincerely
Anne Tan
Head of Primary
20 January 2022

SEESAW PERMISSION FORM

(Your completed hard copy of this Permission Form should be returned to your child's classroom teacher by Wednesday, 16 February 2022)

Student Name: _____

Year: _____ Class: Green / Gold *(please circle)*

I, as the legal guardian of the above-mentioned student acknowledge the use of Seesaw at St Brigid's College in the Junior School.

(Please tick appropriate box)

- Do give permission for my child to have a Seesaw Account
- Do not give permission for my child to have a Seesaw Account and request a nondigitised portfolio.

Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: / /2022

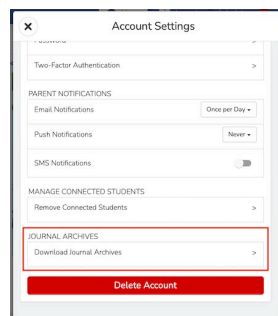
How do families and students download an archive of student work?

The following information was sourced from Seesaw and may be helpful.

Here's how to download a .zip archive of a Seesaw journal, including images, videos, audio recordings, and text notes or captions. **Please use a computer and a Chrome or Firefox browser only, the .zip file will not download on a mobile or tablet device.**

Students who sign into Seesaw using their email address can also download their .zip archive by following these instructions.

1. Sign into your Family or Student account at <https://app.seesaw.me>
2. Tap your Profile Icon on the top left.
3. Tap Account Settings.
4. Scroll down and tap Download Journal Archives



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.

