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Headteacher: Mrs Phillippa Longman
Deputy Headteacher: Mrs Flood

30th June 2025

Dear Parents and Carers,

Thank you so much for your support with using Seesaw. I would like to inform you that, on Friday 18th July, your child's online learning journal will be archived and then deleted one month later.

When your child's online learning journal is archived, you will have the opportunity to download a zip file, containing all of the work and learning your child has completed online. Any information downloaded must be kept for your own personal use and must not be shared with others.

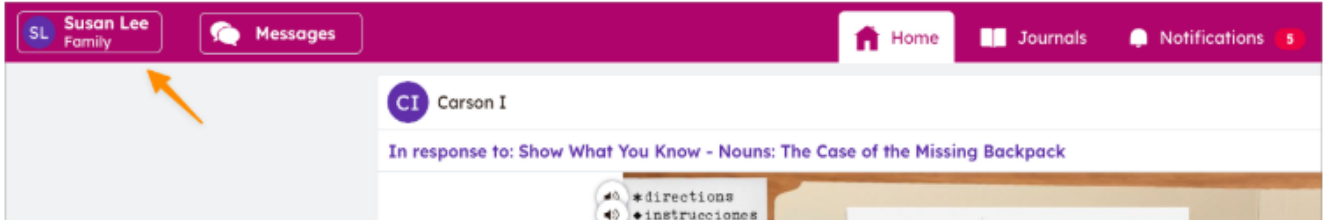
Seesaw requires you to log in to your family account from a desktop computer with a Chrome or Firefox browser, as downloading a journal archive is currently unavailable on a mobile or tablet device. If you would like to download your child's journal please see the step-by-step guide attached.

Thank you again for your continued support.

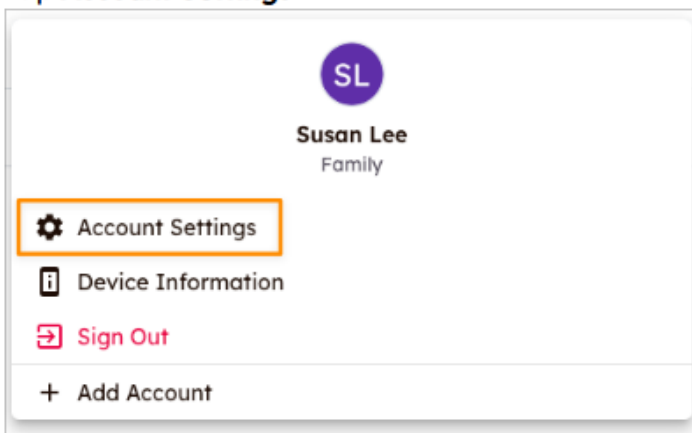
Emma Cooper
Computing Lead

How to download Journal Archives

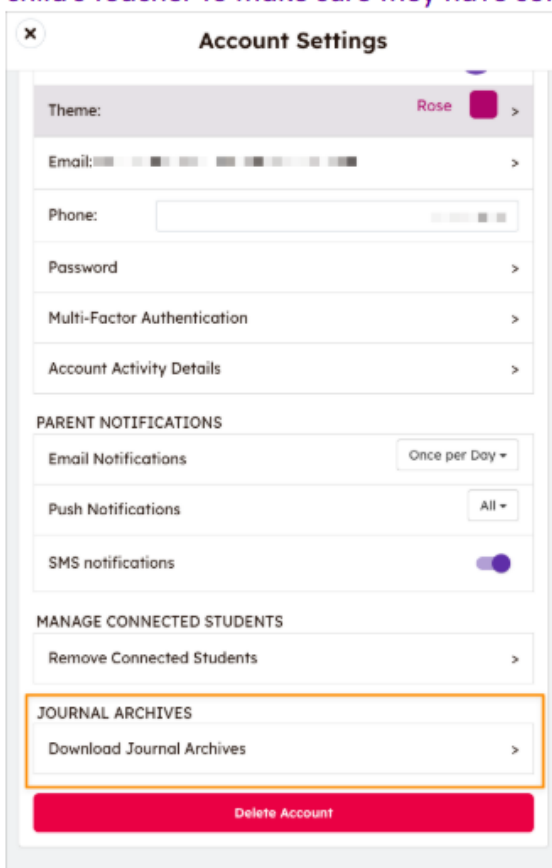
1. Sign into your **Family or Student account** from a **desktop computer** at <https://app.seesaw.me>.
2. Tap your Profile Icon in the top left corner, and select the **gear** icon.



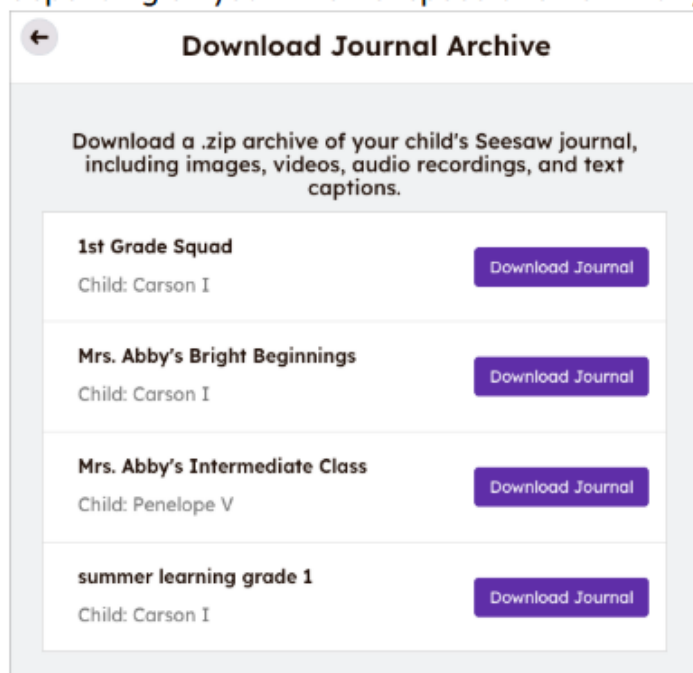
3. Tap **Account Settings**.



4. Scroll down and tap **Download Journal Archives**. 💡 Not seeing this option? Reach out to your child's teacher to make sure they have settings enabled for Family Access.



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 organised 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.

