

Bessemer Grange Primary School

www.bessemergrangeprimary.co.uk

Address: Dylways, London, SE5 8HP

Tel: 020 7274 2618/7274 2520 **Fax:** 020 7924 0858

E-Mail: office@bessemergrange.southwark.sch.uk

Headteacher: Ms Sarah Beard

Head of School: Mrs Elizabeth Whitehead

Monday 12th March 2018

Dear Parents / Carers,

In order to understand how children develop and learn, your child's teacher will record some of their activities by taking photographic observations. These observations are used as part of their ongoing assessment of your child and recorded on an online assessment system called *Target Tracker*. In Reception we will be trialling the opportunity for parents and carers to have access to these observations through the new *Target Tracker Link* website.

You will be asked to provide some information to the school to enable them to email you a link to access *Target Tracker Link*. On your first login you will need to set up a password.

Password Setup
Please set your password

Email

Password

Confirm Password

Passwords must be 7 - 50 characters and must contain characters from at least three of the following four categories: Uppercase (A-Z), lowercase (a-z), numbers (0-9), and other characters

You will be asked to agree to the terms and conditions and the use of cookies on the site. Next you will need to confirm the children that have been linked to you by entering their dates of birth using the calendar button and then clicking on **Verify**.

Pupil(s)

Please enter the date of birth and then click verify for each pupil below. Once you have done this, you can view observations for this pupil.

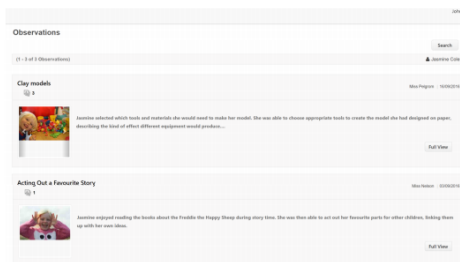
First Name	Last Name	Class	Relationship	Verified	DoB (DD/MM/YYYY)	Action
Bobby	Brown	Y6 Data	Other Relative	x	<input type="text"/>	<input type="button" value="Verify"/>

You may need to scroll across to the left to see the **Verify** button. You will now be able to view any observations that have been made for your child/children. Click on the **View** button.

Please enter the date of birth and then click verify for each pupil below. Once you have done this, you can view observations for this pupil.

First Name	Last Name	Class	Relationship	Verified	DoB (DD/MM/YYYY)	Action
Asma	Abbasi	Monet	Other family member	✓	01/11/2005	<input type="button" value="View"/>
Katie	Cole	Da Vinci	Step Mother	✓	05/12/2005	<input type="button" value="View"/>

You will then see a summary of all of the observations that have been made for your child, with the newest at the top.



By clicking on **Full View** you will be able to see more details for the observation.



Email Notifications

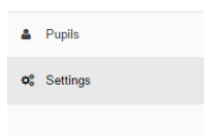
You will receive an email notification when the observations have been published for your child which should be on a weekly basis.

Passwords

If you have forgotten your password, click on the link on the main login page. You will be emailed instructions to allow you to set up a new password.



If you wish to reset your password, click on the **Settings** option on the main login page and follow those instructions.



If you require any support with this, please do not hesitate to contact your child's class teacher.

Kind regards,

The Reception Team