



Nurture Growth & Inspire Learning at Hillhead Primary



Seesaw Policy

At Hillhead Primary School, we are committed to fostering a safe, supportive, and collaborative learning environment. This policy outlines the purpose and expectations for using Seesaw, our chosen digital platform for sharing learning journeys. Used effectively, Seesaw strengthens the home-school partnership, empowers learners to reflect on their progress, and provides a window into the classroom. This guidance ensures that our use of Seesaw aligns with the Scottish education principles including Curriculum for Excellence, while prioritising pupil safety, data privacy and digital wellbeing.

Purpose of our Seesaw Policy

The aim of this policy is to ensure that all staff in Hillhead Primary School understand how Seesaw should be used.

What is Seesaw?

Seesaw is a digital learning platform designed primarily for primary classrooms. It serves as a multi-purpose tool that combines pupil portfolios, teacher instruction, and family communication into one application. Access to Seesaw is gained through unique passwords and QR codes which make it a secure platform for communication with pupils and parents.

Purpose and Mission of Using Seesaw

- **To create a window into the classroom:** *Share learning moments (photos, videos, drawings) to build a strong home-school connection*
- **To empower student voice:** *Give pupils tools to document and reflect on their work in a way that suits them*
- **To streamline communication:** *Share homework, learning and class reminders efficiently*
- **To provide an authentic audience:** *Motivate pupils to produce their best work, knowing it will be shared with a trusted audience (family).*

Expectation of Senior Leadership Team

- ensure that staff training is provided to support them to access Seesaw
- ensure that all staff have working logins for the classes that they work with
- monitor whole-school implementation and data privacy
- seek and maintain the official record of parent/carer consent

Expectation of Teaching Staff

- post at least 3 times weekly to children's journals covering literacy, numeracy and another curricular area
- use Seesaw to post homework tasks
- approve all posts from pupils before publishing to share with parents and carers
- use Seesaw to message about specific class information and messages
- encourage pupils to share any piece of work or wider achievement that they are proud of
- support younger pupils to develop the skills to capture evidence to share

- respond to parent/carers messages with an appropriate timescale

Expectation of Pupils

- use Seesaw to share work that they are proud of with home
- use Seesaw to share wider achievements with school
- access Seesaw to view homework tasks
- use kind and respectful words only in posts
- share only their own learning
- never share personal information
- upload only teacher approved photos, drawings, or videos

Expectation of Parents and Carers

- engage with their children's posts positively by commenting or liking
- understand that teachers won't always reply to messages instantly
- do not use Seesaw to report absences

Permissions & GDPR

At the beginning of each school year, as part of our annual data check, parents and carers are asked to inform us of permissions for a variety of outlets including Seesaw. The office staff will inform you of any children that do not have permission for use of Seesaw. To adhere to GDPR, staff will only identify pupils on Seesaw using their first name (display name).

Who Can View Class Seesaw Pages?

Once permission is granted, the parent/carer of each child will have access to the class page. There will be some general posts that may include some or all class members. These posts can be viewed by everyone. Specific posts regarding a child's work can be viewed by the family member attached to the child's account. These specific posts will not be available to view by all families. There may be multiple class teachers assigned to a child's Seesaw page. This will always include the child's teacher(s), members of SLT and other class teachers should they be working with the class for a specific period of time. Children will be encouraged within the class to share their work on Seesaw using the class iPad. Children can also share experiences from home. Parents are encouraged to leave positive comments on their child's profile/work.

Posting Etiquette

All posts to Seesaw should be of a positive nature and should be proof-read to ensure that they are grammatically correct. Photographs can be taken on the class iPad. If not possible and photos are taken on a class teacher's phone, the photos should be deleted immediately following the post.

Each class is expected to post at least 3 times per week, in addition to their weekly homework post. Class teachers have the responsibility to make a minimum of 2 posts and the NCCT teacher 1 post per week to share the workload. SLT will monitor and oversee the content on Seesaw but this will be on a spot-check basis and should not be relied on, particularly regarding permissions.

Teacher Checklist for Seesaw Posting

1. Is the post grammatically correct?
2. Is the post and/or photos in line with school values?
3. What is the purpose of the post?

Examples of Good Practice:

Sharing the Learning Posts:

P6 Everyone MH Miss Holland

1 / 11



Our first week back consisted of activities that focused on improving our health and wellbeing. Primary 6 took part in different activities including archery, pizza making and bike games. We had a fantastic week and we are looking forward to starting our new topics tomorrow 😊

HO Holly 🐼 Kendal



Seen by: Abbie Reid Feb 13, 2026 4:49 PM

● **Miss Spillane** As part of our Technology topic, P1 have designed bags for Little Red Riding Hood! We learned about different materials and are very proud of our designs 😊

Like Comment 0 Notes Standards

Class Homework Tasks Posts:

Monday, April 27



🔔 Due May 1

Homework W/B 27/04/26

Start →

View Responses

✅ 0 Completed ✅ 0 Waiting for Review 🔄 0 Drafts — 18 Not Started

👤 Assigned to All Students and Groups

...

As Ashanti

BM Brodie M



Faith B

and 8 more

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HOMework

Week Beginning: 27/04/26

Numeracy	All: <ul style="list-style-type: none">Log onto Sundryg this week to complete some maths questions. Pentagons- Answer the questions in your jotter. Hexagons- Answer the questions in your jotter.
Literacy	All: <ul style="list-style-type: none">Practise this weeks spelling words using one of the tasks from the spelling menu.Use one of the tasks from the literacy menu to complete with your reading book.
Topic	All: Write a paragraph of your favourite part of our Scottish Wars of Independence topic from last term. What did you learn that you didn't know before?

View Original

Seen by: Catriona Weir, Emma Travers, Gillian Finan, Salome Oduro

Apr 27, 2026 3:26 PM

🔔 **Miss Holland** I have sent home reading books. Please ensure your child brings them to school everyday and return them on a Friday. Thank you.

Information/Message Post for Parents/Carers



Everyone



Miss Spillane

Primary 1 Parents,

This week, we'll be doing a lesson on the Pants Rule through the story of the Pantosaurus. This is to teach the children that their bodies are private. Your child may come home and want to speak about this or ask you some questions.

Please let me know if you have any questions.

Thanks,
Miss Spillane

Seen by: Abbie Reid, Debbie Leinster, Fiona Gentle-Galbraith, Jack Robertson, Joanne Corbett, Lindsey Rankin, Mariana Radu O... Mar 25, 2026 12:43 PM

🍷 Like

💬 Comment

📝 0 Notes

📖 Standards



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P7 Residential/Class Trip Sharing for Parents/Carers

GA Gabriel

JA Jack

Le Lewis

TE Teddy

2 / 10



Seen by: Debbie Leinster, Jack Robertson, Mariana Radu Ochiu, Samantha and Andy

Dec 9, 2025 5:55 PM

Miss Blake A fun day at Mugdock Country Park. Splashing in puddles, feeding the ducks, adventure trim trail and castle climbing 🏰

BL Blake

BM Brodie Mc

Christina

and 9 more

1 / 7



Seen by: Elise Gubitosi, Elise Stewart, Kerryann Pittner, Kerry Gallagher, Leigh Muldoon, Lexie's Family Member, Lindsey Rankin, L... Mar 30, 2026 9:07 PM

♥ Mrs Murray