

### A Parent's Guide to Getting Started with “EduLink One”

All schools have their own way of working with EduLink One. It is customisable, meaning each school can tailor the product to meet their individual needs. The features covered in this guide are subject to the options your school chooses to use and should be viewed with this in mind. We request that users contact their school directly with any questions they may have.

There are two ways to use EduLink One: through a web browser like Google Chrome or through an app you can download to use on your mobile device. The EduLink One app is available for iOS and Android devices.

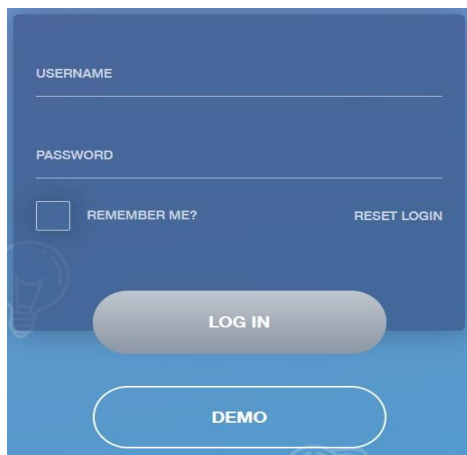
#### Web Browser Instructions

This is your school's individual login link if you use a browser to log in.

Start by going to <https://www.edulinkone.com/#!/login?id=YYYY> or if you are not using your school's direct link, visit <https://www.edulinkone.com/>.

After clicking the link this will take you straight to the EduLink One login page for your school.

If you do not have a direct link, you will need to enter your **School ID** or **Postcode** and press **Next**. Your School ID will have been sent to you by the school. **If you forget your username or password, please contact the school.**



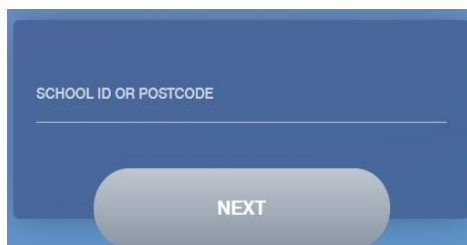
USERNAME

PASSWORD

REMEMBER ME? [RESET LOGIN](#)

LOG IN

DEMO



SCHOOL ID OR POSTCODE

NEXT

Enter your **Username** and **Password** that the school has sent to you.

If you have not received an email with your login details, please contact your school to resolve this issue.

Once you have filled in the username and password boxes with your login details, click **LOG IN** to get started.

### Downloading and Using the App

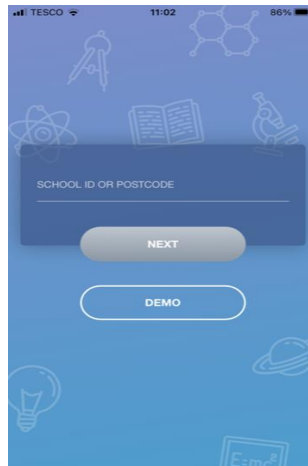
The Edulink One app is available for iOS and Android devices. You can download from these links or search in the App or Play stores.

#### Apple App Store

<https://itunes.apple.com/gb/app/edulink-one/id1188809029?mt=8&ign-mpt=uo%3D4>

#### Android Google Play

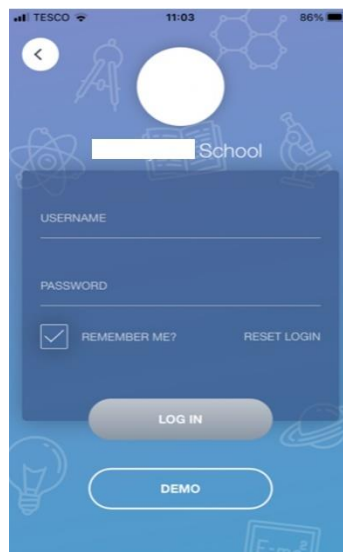
<https://play.google.com/store/apps/details?id=com.overnetdata.edulinkone&hl=en>



If you are using the mobile app you will see the screen to the left. You must input your **School ID** or **Postcode** and click the **Next** button to continue.

This is followed by the **USERNAME** and **PASSWORD** screen where you need to enter the login details your school has sent you.

Once you have filled in all three boxes with your login details, click **LOG IN** to get started.



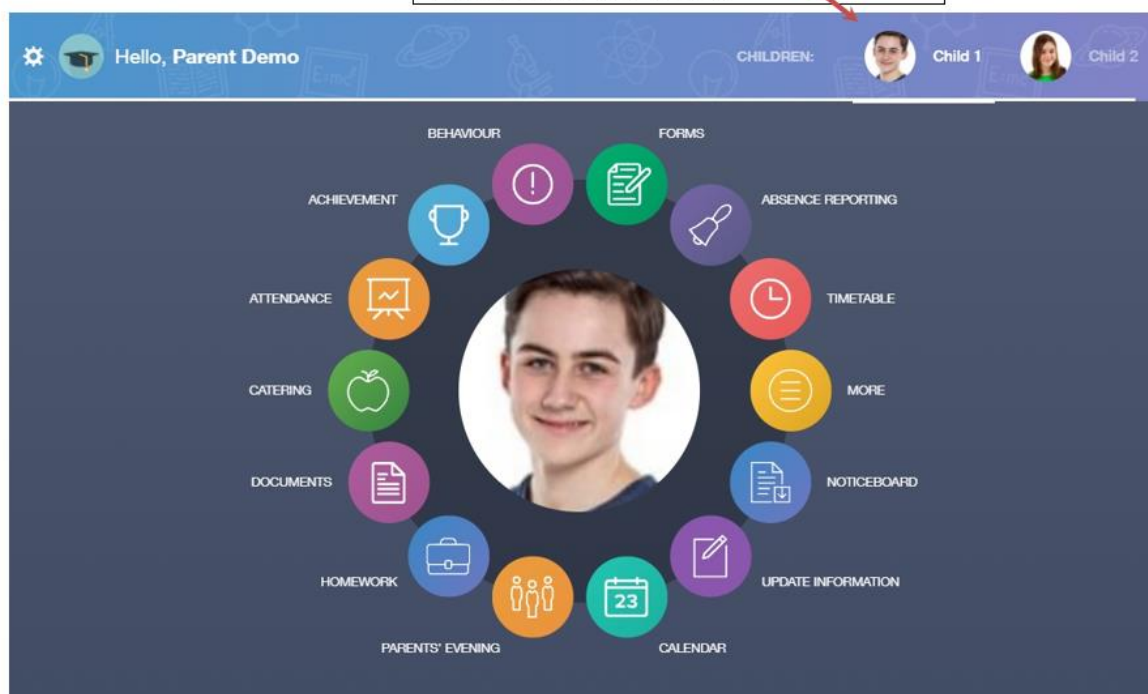
**If you forget your username or password, please contact the school**

### Main Screen

Once logged in, you will see the main screen in Edulink One. The information held in your account relates to your child/children. You will be able to navigate through the different sections of Edulink One by clicking on the icons, e.g. to view your child's attendance, click the **Attendance** icon.

Please see an example of the main screen below. The options may vary between schools as not all schools use all Edulink One's functions.

If you have more than one student in school, it's easy to switch between each one. Just select which child you would like to view in the top right-hand corner. If you can't see all your children that attend the same school, please contact your school.



This bar shows you what **lesson** your child is currently in, along with the next lesson in their timetable.

The **messages** button will let you know if you have any unread messages from the school.

## Behaviour



The behaviour button will give you access to **view behaviour records, detentions and lesson behaviour**, which have been assigned to your child. Information on detentions and graphs on lesson behaviour are also shown.

### Behaviour Records Tab

This tab will show you detailed information about any behaviour incidents which have been logged on Edulink One by staff. As the example below shows, each behaviour incident that has been recorded will show you when the incident occurred and details about the incident such as the type, location and the action taken.

BEHAVIOUR RECORDS					LESSON BEHAVIOUR	DETENTIONS	REPORT CARDS
Type & Date	Comment & Teacher	Action & Info	Location & Status	Points			
13/03/2021 Disruptive Behaviour in Class	Decided that repeatedly discussing Love Island was more important than listening	- Science - 10yz/Sc1 - Mon:4	- Resolved	10			
28/02/2021 Homework Issue	Mrs A. Abell Finally ran out of excuses why he has not completed his homework	Detention Music - 10yz/Mu4 - Wed:6	- Resolved	20			
28/02/2021 Disruptive Behaviour in Class	Mr A. Blacker Acting out balcony scene from on top of the table - he was Romeo!!	- English - 10yz/En3 - Tue:2	- Unresolved	10			
17/02/2021 Defiance	Mrs A. Abell -	Actions Agreed German - 10X/Gn2 - Tue:2	- Resolved	10			
				<b>Total Negative Points</b>	<b>816</b>		

### Detentions Tab

The detentions tab will show you any detentions which have been assigned to your child, including the date, start and finish times, the location and whether your child has attended.

BEHAVIOUR RECORDS						LESSON BEHAVIOUR	DETENTIONS	REPORT CARDS
Date	Type	Location	Start Time	End time	Attended			
06/03/2021	Creative Faculty Detention	Art Room 1	09:46:00	16:00:00	Not Attended			
02/03/2021	SLT Detention	Business Studies 1	12:00:00	12:30:00	Attended			

## Achievement



This section is where you can view information on positive achievements that have been awarded to your child. Very similar to the behaviour section, you are able to see who awarded the points and the reason for the award.

See the example below.

Type & Date	Comment & Teacher	Activity & Info	Award	Points
02/05/2021 Sporting Representation	Mr Adrian Blacker Won the Hockey schools county cup	Extra-curricular activity -	- Achievement Award	10
01/04/2021 Excellent Effort	Mr Adrian Blacker Excellent Effort during group speaking and listening activity	English 11y/En1 - Wed:2	- Achievement Award	15
17/03/2021 Musical Activity	Mr Adrian Blacker Grade 2 on Keyboard	Music 11y/Mu1 - Tue:4	- Achievement Award	10
17/02/2021 Gold Award	Mr Adrian Blacker 99% in his end of topic test	Mathematics 11y/Ma3 - Mon:1	- Achievement Award	30
01/11/2015 Academic Achievement	Mr Adrian Blacker Jimmy has learned PHP on his own time as a result has	Information & Communicati		


Total Achievements Points 145

## Absence Reporting



This feature allows you to send a direct message to the school's attendance officer to notify the school of your child's absence or upcoming absence.

The example below shows you how to select the time and date for the absence request and the reason for the absence.



Jimmy Abbey

From \*

To \*

Reason for Absence \*

📎

SEND
CANCEL

### Links



This section contains links to resources for students to use.

There are also links specifically for parents.



entpay



Academy Uniform Policy



Academy Uniform Shop



Academy L



a Learning



Childline



NSPCC



Foodbank

### Exams



The exams section contains detailed information about upcoming exams that your child will be sitting.

It includes the **Exam Timetable** along with the exam name and location. Your child also has access to this so they can keep track of upcoming exams themselves.

Once the exam results are in, your school has the option to post them in the **Exam Results** tab. As the students own their results, the school may decide not to display them to parents and only the students.

## Exam Timetable

**DOWNLOAD** EXAM TIMETABLE | EXAM ENTRIES | EXAM RESULTS

**235 days, 20 hours and 37 minutes until the start of  
8300H Mathematics Tier H (Mathematics Paper 1 Tier H) exam**

Date & Start Time	Board & Level	Code & Exam	Room	Seat	Duration
24 May 2022 9:00 AM	AQA GCSE/9FC	8300H (8300/1H) Mathematics Tier H (Mathematics Paper 1 Tier H)	TBA	TBA	1hr 30m
09 Jun 2022 9:00 AM	AQA GCSE/9FC	8300H (8300/2H) Mathematics Tier H (Mathematics Paper 2 Tier H)	TBA	TBA	1hr 30m
13 Jun 2022 9:00 AM	AQA GCSE/9FC	8300H (8300/3H) Mathematics Tier H (Mathematics Paper 3 Tier H)	TBA	TBA	1hr 30m

## Exam Entries

EXAM TIMETABLE | **EXAM ENTRIES** | EXAM RESULTS

Season	Board & Level	Code & Exam
June (Summer) Exams 2022	AQA GCSE/9DA	8464H Combined Sci: Trilogy Tier H
June (Summer) Exams 2022	AQA GCSE/9FC	8100 Citizenship Studies
June (Summer) Exams 2022	AQA GCSE/9FC	8520 Computer Science
June (Summer) Exams 2022	AQA GCSE/9FC	8700 English Language
June (Summer) Exams 2022	AQA GCSE/9FC	8300H Mathematics Tier H
June (Summer) Exams 2022	OCR GCSE/9FC	J536A Music-OCR Repository

### Timetable



Parents and students both have access to this section, which allows you to view your child's school timetable. This shows you information on what lessons your child has each day and who the teachers are for those lessons.

This week ▾					
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
Period	Subject	Room	Teacher	Start	End
1	German (11C/Ge1)	Language Room 7	Mr B Kinross	09:15	10:15
2	German (11C/Ge1)	Language Room 7	Mr B Kinross	10:15	11:15
3	Computer Science (11B/Co1)	IT 2	Mr V Stockill	11:35	12:35
4	Computer Science (11B/Co1)	IT 2	Mr V Stockill	12:35	13:35
5	Citizenship (11A/Ci)	Art Room 2	Mr J Brown	14:30	15:30

### Account Info



Here you can view the current address details the school has on file for your child. Other information on your child's year group, house and tutor are also available.

 <p>Jimmy Abbey</p>	Address	59 High Street, Bedford, MK40 1RZ, United Kingdom	Post Code	MK40 1RZ
	Gender	Male	Year	Year 13
	Form Group	G	Form Tutor	Mr Martin Unwin
	Date Of Birth	17-04-1998		




### Contacts



This section contains parent contact information. Details on telephone and mobile numbers, email, address, and parental responsibility can be viewed here.

If you notice any out-of-date details, you can update them in the Update Information area.



Chris Aaron

Father Mr Jonas Aaron	Parental Responsibility ✓
Address 1 Ely Road, Milton, Cambridge, CB24 6DD, United Kingdom	Phone Number 07333 673341
Email Aaron@example.com	Mobile Phone 07333 673341
Priority 1	

### Attendance



The attendance area lets you see which lessons your child/children has that day and whether they have been marked as present or absent. In the **Attendance Today** tab, you can see this for both statutory registration and lesson registration.

Below the statutory registration information is a list of the child's lessons for each period of the day.

ATTENDANCE TODAY			
LESSON	ACADEMIC YEAR	STATUTORY MONTH	STATUTORY ACADEMIC YEAR
<b>Statutory</b>			
Session	Mark	Present	
AM	/ Present (AM)	✓	
PM	\ Present (PM)	✓	
<b>Lessons</b>			
Period	Lesson	Mark	Present
Fri:1 9:15 - 10:15	Religious Education (11y/Re2) Mrs J. Darby	- All should attend / No mark recorded	...

Additionally, the school has the option to allow you to see data regarding lesson attendance for the academic year, as well as statutory month data and statutory academic year data. The data in these sections appear as pie charts like the example below.

