

PARENT APP GUIDE

edulinkone

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

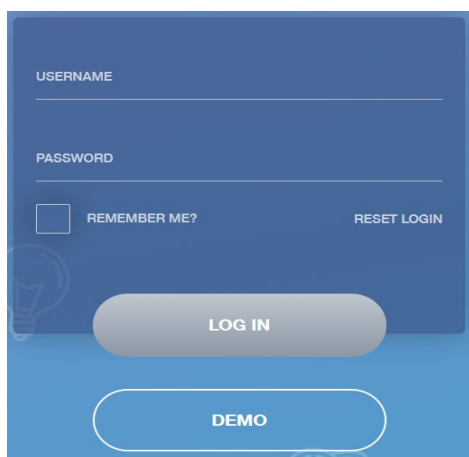
All schools have their own way of working with EduLink One. It is customisable, meaning each school can tailor the product to meet their individual needs. The features covered in this guide are subject to the options your school chooses to use and should be viewed with this in mind. We request that users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

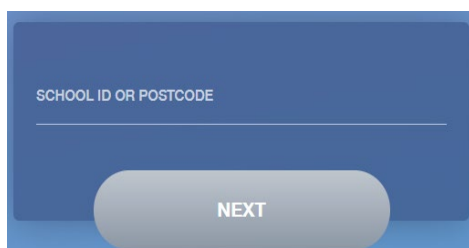
Web Browser Instructions

To start, go to <https://www.edulinkone.com/> and input your school's code. This would have been emailed to you when your account was created. Or if you have already signed in you can use your school's direct link <https://login.edulinkone.com/#!/login?code=sprchs> inputting your school's code in place of YYYY.

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.**



A screenshot of the login interface. It features a dark blue background with white text. At the top, there are two input fields labeled 'USERNAME' and 'PASSWORD'. Below the password field is a checkbox labeled 'REMEMBER ME?' and a link labeled 'RESET LOGIN'. At the bottom, there are two large, rounded buttons: 'LOG IN' and 'DEMO'.



A screenshot of the form for entering school details. It has a dark blue background with white text. There is a single input field labeled 'SCHOOL ID OR POSTCODE'. Below the field is a large, rounded button labeled '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 appsupport@stpetershigh.com 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

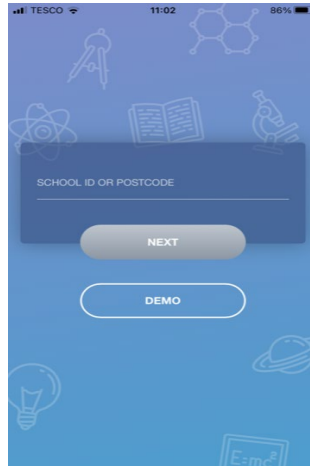
The Edulink One app is available for iOS and Android devices. You can download from these links or search in the App or Play stores.

Apple App Store

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

Android Google Play

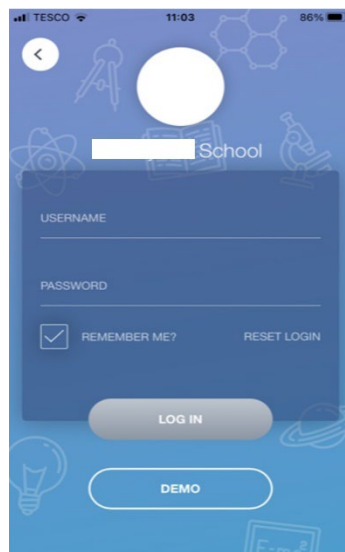
<https://play.google.com/store/apps/details?id=com.overnetdata.edulinkone&hl=en>



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.

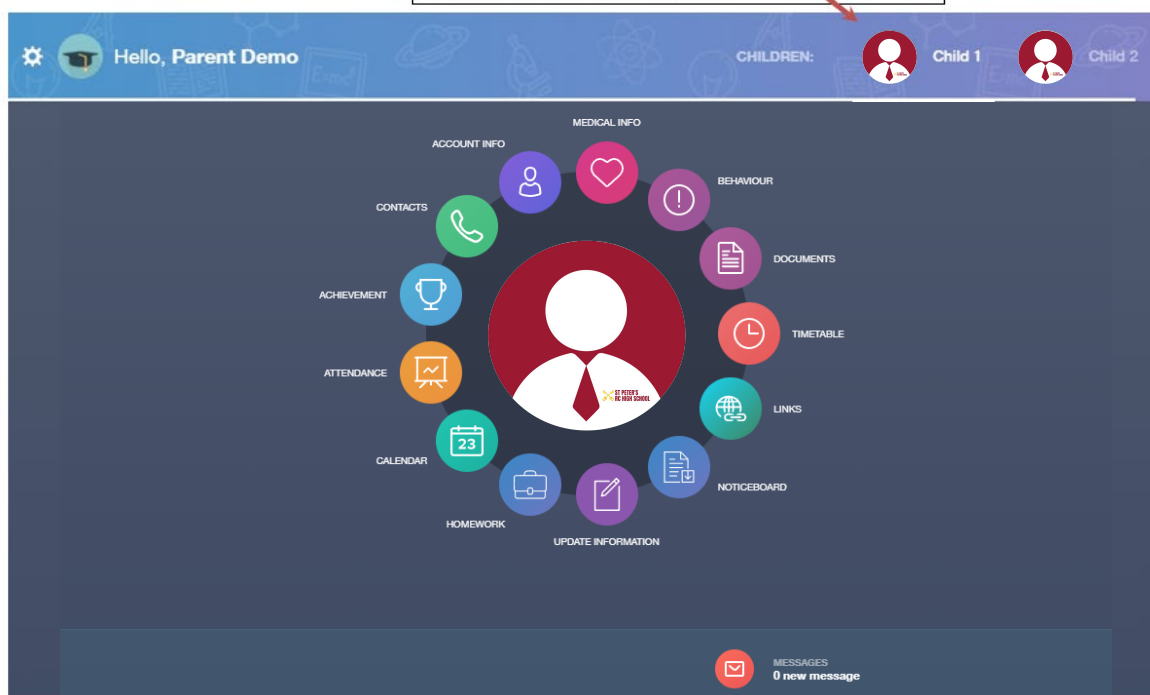


If you forget your username or password, please contact the school appsupport@stpetershigh.com. You can reset your own password using the email you provided school with.

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.

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.



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 statutory registration.

ATTENDANCE TODAY LESSON ACADEMIC YEAR STATUTORY MONTH STATUTORY ACADEMIC YEAR		
Statutory		
Session	Mark	Present
AM	/ Present (AM)	✓
PM	\ Present (PM)	✓

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					DETENTIONS
Type & Date	Comment & Teacher	Action & Info	Location & Status	Points	
09/09/2024 B3 - Sent to Reset Room (no points)	Miss S. Saba -	- English - 9E/En - 2Mon:3	Classroom -	0	
06/09/2024 B3 - Reset - Foul language	Miss S. Saba -	- English - 9E/En - 1Fri:1	Classroom -	2	
06/09/2024 B3 - Internal truency (HoY+)	Mr A. Motteram -	- Hist - 9E/Hi - 1Fri:4	Classroom -	2	
Total Negative Points				4	

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						DETENTIONS
Date	Type	Location	Start Time	End time	Attended	
10/09/2024	Internal Exclusion	M3 isolation	09:00:00	15:15:00	Not Recorded	
09/09/2024	Internal Exclusion	Isolation (E1/2)	09:00:00	15:15:00	Not Recorded	

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
09/09/2024 H1 - Produced good work in the lesson	Mr E. Mills -	- Geog - 9E/Ge - 2Mon:5	Achievement Award	1
06/09/2024 H2 - Outstanding attitude to learning displayed	Miss S. Saba Silent work to an exemplary level when marking	- English - 9E/En - 1Fri:1	Achievement Award	2
06/09/2024 H1 - Good attitude to learning displayed	Miss S. Max-MacCarthy -	- Science - 9E/Sc - 1Fri:5	Achievement Award	1
06/09/2024 H2 - Outstanding work produced	Miss S. Max-MacCarthy -	- Science - 9E/Sc - 1Fri:5	Achievement Award	2
05/09/2024 H2 - Outstanding work produced	Miss S. Saba Brilliant adjectives	- English - 9E/En - 1Thu:1	Achievement Award	1
Total Achievements Points				10

Documents



In this section you will find all the individual reports related to your child.

This includes profile reports and progress checks. Historical reports from previous years will be stored here and will be available for you to download in PDF format whenever you choose.

File Name	Type	Date	Download
Demo_example_document.pdf School Report - Jimmy Abbey	General Document		
Demo_example_document.pdf Individual Behaviour Report	General Document		

Medical Info



This section contains medical information that you have supplied to the school regarding your child. Details on medical conditions, medical notes, medical practices, and medical events such as appointments can all be viewed here. Allergy lists and other attachments can be downloaded in PDF format.

Update Information

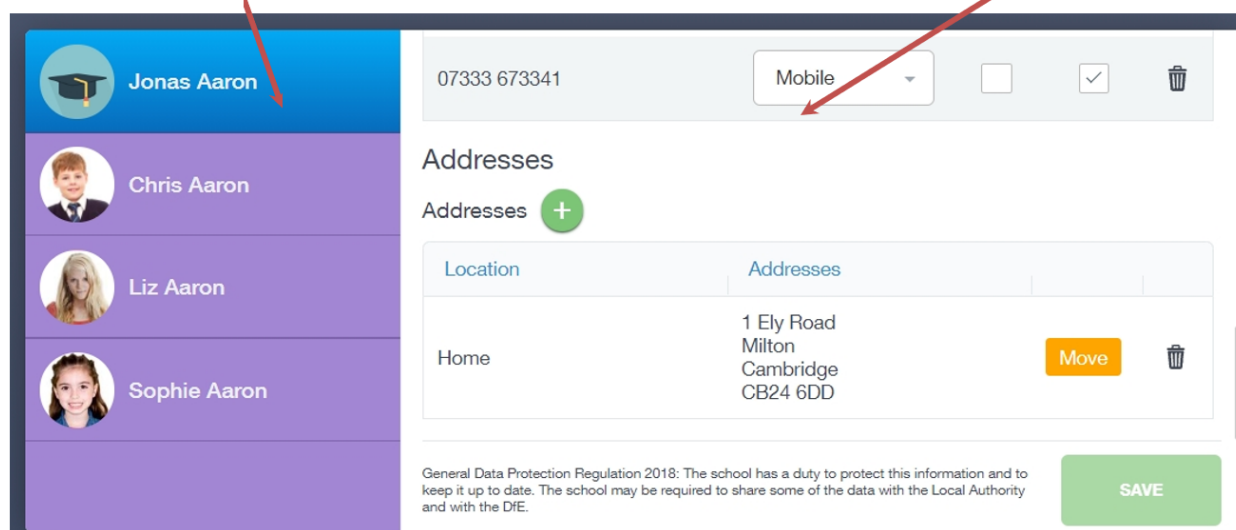


This section shows you the contact information that the school has on record for yourself and your children.

Here you can review the contact information the school holds for you, but you will also be able to update this with any changes that may occur to this information. When updated information is submitted through Edulink One, this will be picked up by the designated personnel in school in charge of updating records. It will be checked by them and approved.

This side allows you to select whose details you want to check / change.

This side allows you to read and edit the current contact information for the selected person.



The screenshot shows the Edulink One interface. On the left, there is a list of users: Jonas Aaron (highlighted in blue), Chris Aaron, Liz Aaron, and Sophie Aaron. On the right, the contact details for Jonas Aaron are displayed. At the top, there is a phone number 07333 673341 and a dropdown menu set to 'Mobile'. Below this, there is a section titled 'Addresses' with a green plus icon to add more. A table shows the current address: 'Home' at '1 Ely Road, Milton, Cambridge, CB24 6DD'. There are 'Move' and 'Delete' buttons for this address. At the bottom, there is a 'SAVE' button and a small disclaimer about the General Data Protection Regulation 2018.

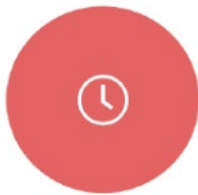
Noticeboard



The noticeboard is where parents can see news and upcoming announcements from the school. Schools can upload newsletters, documents and other useful information.

There is also a snippet section at the top that displays important announcements.

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
2Tue:Reg	-	-	-	08:45	09:00
2Tue:1	English (11h/En)	D5 English	Mrs A. Glennon	09:00	10:00
2Tue:2	Science (11y/Sc3)	B5 Science	Miss S. Rehan	10:00	11:00
2Tue:bre	-	-	-	11:00	11:15
2Tue:3	Statistics (11P1/St1)	C12 Maths	Mr O. Wadey	11:15	12:15
2Tue:4	Rel Ed (11f/Re)	C18 RE	Mrs R. Millward	12:15	13:15
2Tue:lun	-	-	-	13:15	14:15
2Tue:5	Maths (11y/MaCos)	C1 Maths	Miss J. Hanlan	14:15	15:15
2Tue:6	Geog (11P2/Ge2)	C5 Geography	Mr E. Mills	15:15	16:15



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.

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

Homework



The homework section operates as a standalone homework system where teachers can set homework through Edulink One. Teachers have the ability to upload homework using Teams.

Students can see what homework has been set when it is due.

The student and parent will see the homework in a list format; this can be organised by clicking on the headings.

CURRENT PAST						
Due Date	Name	Subject & Class	Available	Submission	Completed	Received
53 days ago 19/07/2024	Speaking questions - School and future plans	23-10P1-Sp1 - Spanish	08/07/2024 17:23 64 days ago	working	✗	
63 Days Ago 09/07/2024	Paper 2H Score	23-10y-MaSine - Maths	09/07/2024 15:18 63 days ago	returned	✓	

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	