



## EduLink One: Guide for Parents

Rednock School has launched a trial of a new parent portal called EduLink One. This system allows the School to provide you with access to information and resources about your children on a single platform that previously required access to multiple systems.

EduLink One can be accessed on any modern web-capable device:

- Via a web browser on a PC, laptop, tablet or mobile device; or,
- Through the dedicated EduLink One app, available on Android, iOS and limited Amazon devices.



### Logging In to EduLink One

As a parent/carer of a child at Rednock School, you are eligible for a login to EduLink One if you have parental responsibility. Please ensure the School has your current and most up-to-date email address. If not, please contact the Admin Team at [admin@rednockschool.org.uk](mailto:admin@rednockschool.org.uk) to update your details.

Parents/Carers will receive their login credentials via email. Once you have your login credentials you need to decide how you will access EduLink One.



#### **Using a Web Browser:**

You can access EduLink One by using our direct link below or alternatively you can find this link on the footer of any page on the Rednock School website.

<https://www.edulinkone.com/#!/login?id=rednock>



#### **Using the Mobile App:**

There are currently mobile apps for iOS, Android and Amazon Fire Stick Devices, these can be downloaded by clicking the applicable link below or by searching for "EduLink" in your devices application store.



Requires iOS 8.0 or later.



Requires Android 4.4 or later.

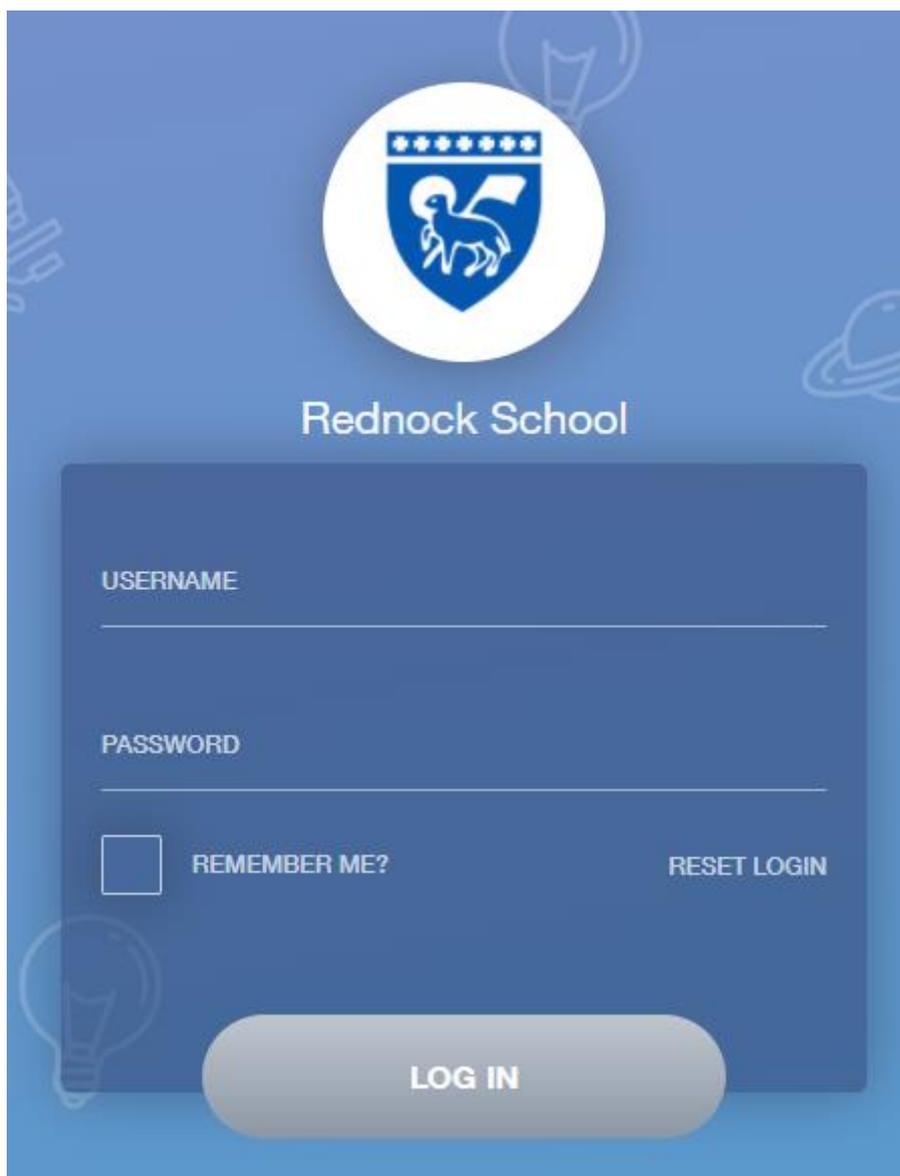


Requires Android 4.4 or later.

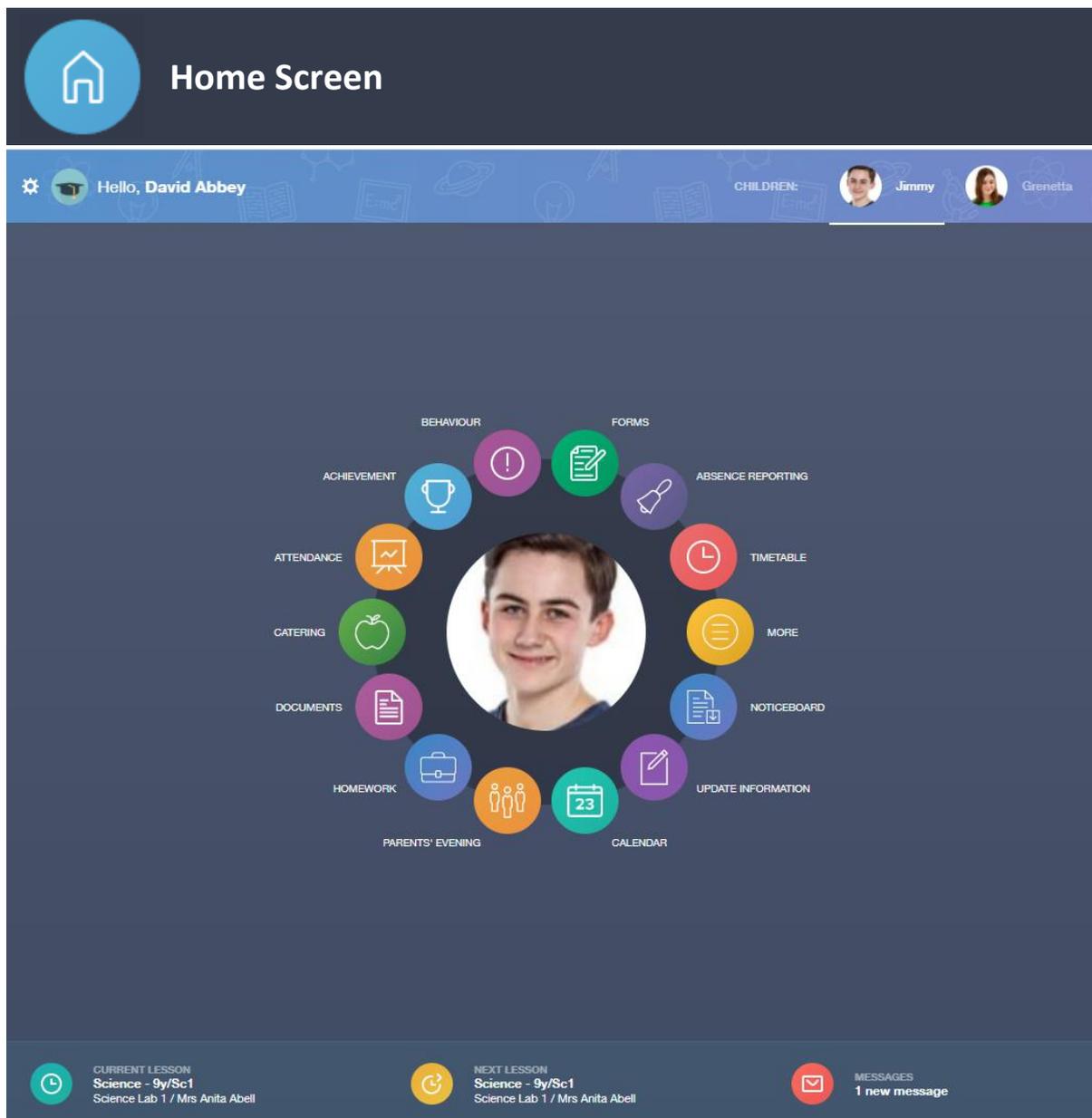
Regardless of which method of accessing EduLink One you choose, you will need three vital pieces of information to login:

- School ID:** rednockschool
- Username:** The username communicated to you by email.
- Password:** The password communicated to you by email.

Once you have entered your information you can tick the 'Remember Me?' section if this is a private device and you want to save your details.

The image shows a login interface for Rednock School. At the top center is the school's crest, which is a shield with a white background and a blue border, featuring a white ram and a white flag. Above the crest is a white circle containing a blue shield with a white ram and a white flag. Below the crest, the text "Rednock School" is displayed in white. The login form is a dark blue rectangle with a white border. It contains three input fields: "USERNAME", "PASSWORD", and "REMEMBER ME?". The "REMEMBER ME?" field has a small white square checkbox. To the right of the "REMEMBER ME?" field is a link that says "RESET LOGIN". At the bottom of the form is a large, rounded, light blue button with the text "LOG IN" in white. The background of the entire page is a light blue gradient with faint icons of a lightbulb, a globe, and a planet.

If you encounter any difficulties logging in to your EduLink One account, please contact [datateam@rednockschool.org.uk](mailto:datateam@rednockschool.org.uk) for assistance.



This is the home screen as it appears on a web browser (above) and on a mobile device (right). Here, you have access to all the sections made available by the School. (Please be aware button layout may look different than the screenshot above). If you cannot find a particular button, you may have to click the “More” button first.

If you have more than one child at the School you will see their pictures in the top right-hand corner of the page. You will be able to click on the photo to switch between your children’s data.

Along the bottom ribbon, you can see your child’s current lesson, their next lesson, and your message centre.

**Please Note:** All data and screenshots seen in this guide are taken from the demo site of EduLink One, no personal data of Rednock students, staff or parents is displayed in this guide.





## Absence Reporting

The Absence Reporting screen allows you to provide reasons for your child's absences to the School. You will be able to select a date range, enter a reason for the absence, and attach any supporting evidence (such as an appointment letter). When you press Send, a message will be sent to the Attendance Officer for approval.

The screenshot shows a mobile application interface for reporting an absence. On the left, a purple sidebar contains a circular profile picture of a young boy and the name "Jimmy Abbey". The main white area contains the following fields:

- From \***: A date and time selection field with a calendar icon.
- To \***: A date and time selection field with a calendar icon.
- Reason for Absence \***: A large, empty text input area.

At the bottom, there is a paperclip icon for attachments, a green "SEND" button, and a grey "CANCEL" button.



## Account Information

Here you can view some basic information we hold on file for your child, such as address, date of birth, and registration information. If any of this information is incorrect or needs to be updated, you will need to email [admin@rednockschool.org.uk](mailto:admin@rednockschool.org.uk) detailing the changes.

 Jimmy Abbey	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	
	Phone Number 01632 111455	
	Email jimmy.abbey@example.com	
	Community Curie	
	Admission Date 2009-09-01	
	Ethnicity	



## Achievement

This section is where you can view information on positive achievements that have been awarded to your child. You can access a list of rewards along with any comments from the awarding teacher, as well as a running total of the number of reward points your child has accrued this year in the bottom right-hand corner.

Type & Date	Comment & Teacher	Activity & Info	Award	Points
02/05/2016 Sporting Representation	Mr Adrian Blacker Won the Hockey schools county cup	Extra-curricular activity -	- Achievement Award	10
01/04/2016 Excellent Effort	Mr Adrian Blacker Excellent Effort during group speaking and listening activity	English 11y/En1 - Wed:2	- Achievement Award	15
17/03/2016 Musical Activity	Mr Adrian Blacker Grade 2 on Keyboard	Music 11y/Mu1 - Tue:4	- Achievement Award	10
17/02/2016 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 already completed the next module before we have started it as a class	Information & Communication Technology -	- Achievement Award	20
16/12/2016 Excellent Attendance	Mrs Anita Abell Attendance over 98%	- -	- Achievement Award	60

**Total Achievements Points 145**



## Attendance

The Attendance section allows you to view various attendance reports your child, including an overview of the current day, month, and year, as well as a breakdown of your child's attendance by subject/lesson.

ATTENDANCE TODAY   LESSON ACADEMIC YEAR   STATUTORY MONTH   STATUTORY ACADEMIC YEAR

Present 90.6%   Unauthorised 4.7%  
Absent 4.7%

Description	Date	Type	Period
Illness	11/10/2017	Absent	Monday PM
Illness	11/10/2017	Absent	Monday AM
Illness	18/09/2017	Absent	Monday PM
Illness	18/09/2017	Absent	Monday AM

**Please Note:** Under the current Covid-19 arrangements, students do not attend every lesson on their timetable, which may lead to unusual patterns in register marks.



## Behaviour

The Behaviour section covers three main areas: Behaviour Records, Detentions and Report Cards. You can view a list of behaviour incidents and detentions (both past and future), as well as a running total of your child's behaviour points. If your child is on a report card, you will be able to view the details here.

Type & Date	Comment & Teacher	Action & Info	Location & Status	Points
13/03/2020 Damage to Property	Mrs A. Abell -	-	- Resolved	25
28/02/2020 Fighting	Mrs A. Abell -	-	- Resolved	20
28/02/2020 Defiance	Mrs A. Abell -	-	- Unresolved	10
17/02/2020 Defiance	Mrs A. Abell -	Actions Agreed -	- Resolved	10
14/02/2020 Bullying	Mrs A. Abell -	-	- Resolved	50
14/02/2020 Lunchtime Incident	Mrs A. Abell -	Cooling Off Period -	- Resolved	10
14/02/2020 Fighting	Mrs A. Abell -	Cooling Off Period -	- Resolved	20

Total Negative Points **858**



## Documents

In the Documents screen, you will see any reports made available about your child, these will include interim reports going back to when your child started at Rednock School. All reports are available to download in PDF format.



## Exams

The Exams section contains detailed information in relation to upcoming exams that your child may be taking, as well as previously attained results. This information is also available to your child so they can keep track themselves.

### Exam Timetable

Note that these will only be available for external exams and certain internal exams (such as year 11 mocks).

<a href="#">DOWNLOAD</a>						<a href="#">EXAM TIMETABLE</a>	<a href="#">EXAM ENTRIES</a>	<a href="#">EXAM RESULTS</a>
<b>1 days, 0 hours and 1 minutes until the start of CHEM4 GCE Chemistry Unit 4 exam</b>								
Date & Start Time ↓	Board & Level ↓	Code & Exam ↓	Room ↓	Seat ↓	Duration ↓			
14 Jun 2016 1:00 PM	AQA GCE/B	CHEM4 GCE Chemistry Unit 4	Hall	H2	1hr 45m			
14 Jun 2016 2:00 PM	AQA GCE/A	CHEM4 GCE Chemistry Unit 4	Hall	H2	1hr 45m			
Invalid date Invalid date	EDEXL/GCSE GCSE/B	5IT02F lot 2 Option F (Prom MAY2015)	TBA	TBA				
16 Jun 2016 1:00 PM	OCR GCE/B	F214 Biology	Gymnasium	E8	1hr 15m			
20 Jun 2016 9:00 AM	AQA GCE/B	PHYA4 GCE Physics A Unit 4 (GCE Physics A Unit 4 Written and OT)	Gymnasium	E2	1hr 45m			
22 Jun 2016 9:00 AM	AQA GCE/B	CHEM5 GCE Chemistry Unit 5	Gymnasium	G3	1hr 45m			
23 Jun 2016 9:00 AM	OCR GCE/B	F215 Biology	Gymnasium	E6	2hr 00m			
28 Jun 2016 9:00 AM	AQA GCE/B	PHA5A GCE Physics A Unit 5A	Sports Hall	E19	1hr 45m			

### Exam Results

These will not be published until after the official results days in August each year.

<a href="#">EXAM TIMETABLE</a>						<a href="#">EXAM ENTRIES</a>	<a href="#">EXAM RESULTS</a>
Date ↓	Board & Level ↓	Code & Exam ↓	Result ↓	Equivalent ↓			
2014-06-01	OCR GCSE/FC	J241 Science A	C				
2014-06-01	OCR GCSE/FC	J382 Geography A	D				
2014-06-01	OCR GCSE/FC	J730 French	D				



## Links

This section contains links to resources that may be of use to you, for example access to Satchel:One and other useful apps, the School's social media sites, and the main school Website.



## Medical Info

In the Medical Information section, you will see any information we have on file for your child. Information available here may cover Medical Conditions, Medical Notes and Medical Practices. Please contact the School at [admin@rednockschool.org.uk](mailto:admin@rednockschool.org.uk) if any of these details are incorrect or need to be updated.

Emergency Consent: ✓			
Dietary Needs			
No nuts of any type/quantity			
<b>Medical Conditions</b>			
Description	Summary	Attachments & notes	
Anaphylaxis	list of allergies Epi-Pen Carrier	Allergy list.pdf Epi-pens are located in student's bag and at the main office medical cupboard	
<b>Medical Notes</b>			
Summary	Last update	Attachment / note	
Scan of Epi-pen user guide	2017-09-21	Epi-pen_Guide.pdf	
Epi-Pen location	2017-09-21	Epi-pens are located in students bag and at the main office medical cupboard	
<b>Medical Practices</b>			
Name	Phone	Email	Address
Abbey Surgery	01101 961991	None recorded	Medical Practice, Treadington Lane, West Park, Barsest, Eastshire, United Kingdom



## Messages

The message button can be found along the bottom of the screen in the web browser view, or in the top right if you are using the app. Here you will be able to read any messages that have been sent to you regarding any of your children from staff at the School. You will also be able to respond to messages you have been sent. During the trial, we are likely to continue using our usual messaging systems, but will aim to increase our usage of EduLink's message centre in the future.

The screenshot shows a messaging interface with a 'NEW MESSAGE' button in the top left. Below it are two tabs: 'RECEIVED' and 'SENT'. On the right, there are buttons for 'Mark all read' and 'Archive'. The 'RECEIVED' tab is active, showing a list of messages. The selected message is from Mrs Dawn Asher, dated 19/01/2017, with the subject 'Ski Trip Final Payment'. The message content is: 'Mr. Abbey, Just a reminder final payment of £75 for the ski trip is due this friday. Thanks Mrs. Asher'. There is an 'ARCHIVE' button next to the message.



## Noticeboard

The Noticeboard section will be updated with information that is relevant to parents/carers, such as the School Newsletter.



## Timetable

The Timetable section is available to parents/carers and students. From here, you can your child's timetable, showing you what lessons they have and who their teachers are for each lesson.

The screenshot shows a timetable interface with a dropdown menu set to 'Current' and tabs for 'MON', 'TUE', 'WED', 'THU', and 'FRI'. The 'WED' tab is active. The table below shows the following lessons:

Period	Subject	Room	Teacher	Start	End
Reg	-	-	-	08:45	09:15
1	-	-	-	09:15	10:15
2	-	-	-	10:15	11:15
3	Geography (13B/Gg1)	Business Studies 2	Mr P Hall	11:35	12:35
4	Geography (13B/Gg1)	Business Studies 2	Mr P Hall	12:35	13:35
5	Business Studies (13D/Bs1)	Language Room 7	Mr P Brown	14:30	15:30

**Please Note:** This section reflects the timetable when the School is running normally. Under the current Covid-19 arrangements, students only attend three of their lessons each day as part of a four-week cycle.



## Update Information

Like the Account Information section you can see yours and your child's information in this section, the difference here is you are able to submit changes that can then be updated on our systems, subject to approval by our data team.

**Contact Details**

Emails +

Address	Location	Main	Primary	
David@example.com	Home	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Telephones +

Number	Location	Main	Primary	
01000 100100	Home	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Addresses +

Location	Addresses	
Home	20 Crawley Road Cranfield Bedford MK43 0AB	<span>Move</span>

General Data Protection Regulation 2018: The school has a duty to protect this information and to keep it up to date. The school may be required to share some of the data with the Local Authority and with the DfE.

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## Future Features



If the EduLink One trial at Rednock School is successful, we will be looking to implement more features in the future. These could include Cashless Catering, Clubs, Homework Management, Forms & Surveys, and Parents Evening Appointment Booking.

If you have any further questions about any of EduLink One's features or encounter any difficulties using them, please contact the School's data team at [datateam@rednockschool.org.uk](mailto:datateam@rednockschool.org.uk).