



Parent Guide for Mount Carmel RC High School

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

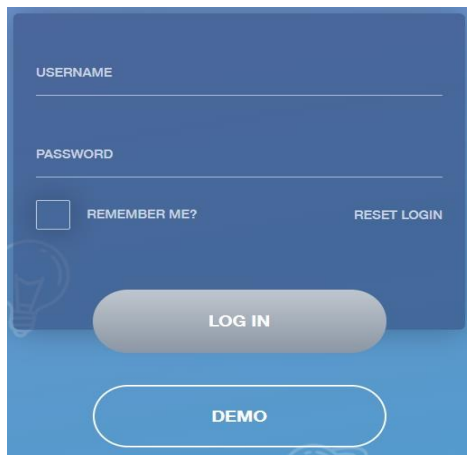
Web Browser Instructions

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

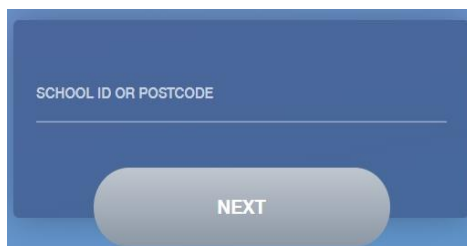
Start by going to the link on the school website or if you are not using your school's direct link, visit <https://www.edulinkone.com/>.

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 (MountCarmel or BB5 OLU)** and press **Next**. Your School ID will have been sent to you by school. **If you forget your username or password, please contact school.**



The login page has a dark blue background. It features two input fields: '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 buttons: 'LOG IN' and 'DEMO'.



This page has a dark blue background. It features a single input field labeled 'SCHOOL ID OR POSTCODE'. Below the input field is a button labeled 'NEXT'.

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

Downloading and Using the App

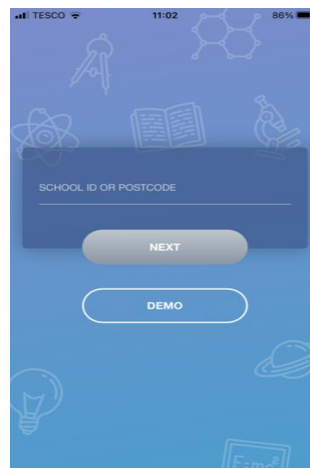
The Edulink One app is available for iOS and Android devices. You can download from these links or search in the App or Play stores.

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 (MountCarmel or BB5 0LU)** and click the **Next** button to continue.

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

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



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.



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	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		
Total Negative Points				816		

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	REPORT CARDS
Date	Type	Location	Start Time	End time	Attended		
19/01/2022	Pastoral Detention	Hall	12:30:00	13:00:00	Attended		
11/01/2022	Strike 2 detention	Hall	15:00:00	16:00:00	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

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.

Emergency Consent: ✗

Dietary Needs

Artificial colouring allergy

Medical Notes

Summary	Last update	Attachment / note
To be obtained from previous school	2017-05-04	To be obtained from previous school

Medical Practices

Name	Phone	Email	Address
Dutton Surgery	01924 856102	None recorded	99 East Street, East Town, United

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 feature may not be available straight away, but school will update parents when details can be updated

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.

Jonas Aaron

07333 673341 Mobile

Addresses

Location	Addresses
Home	1 Ely Road Milton Cambridge CB24 6DD

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.

SAVE

Jonas Aaron

Basic

This is Basic information regarding your child please ensure you change this information carefully

Title

Mr

Preferred forename

Jonas

Preferred surname

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.

SAVE

To update information using the Edulink One app on a mobile phone, click on the **Data Collection/Update Information** icon and the screen will open.


To update your own information, simply fill out the fields under your name. If you need to update information for a child, you need to click on the **Switch Account** arrows beside your name. Then, select the child you need to update the information for. Fill out the information in the fields as usual.

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 *

Select start date and time 

To *

Select end date and time 

Reason for Absence *



SEND CANCEL

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					
Reg	Reg (9E/Rg)	G1 Lab	Mr K Siddique	08:45	09:10					
1	Design Technology (9M2/Dt)	G16 Dt	Miss K Nuttall	09:10	10:10					
2	History (9M2/Hi)	F8	Miss J Mortensen	10:10	11:10					
3	English (9M1/En)	F4	Mrs C Sorsbie	11:30	12:30					
4	Maths (9M2/Ma)	S10	Miss J Dunne	13:00	14:00					
5	Science (9M2/Sc)	G2 Lab	Mrs S Haworth	14:00	15:00					

Account Info



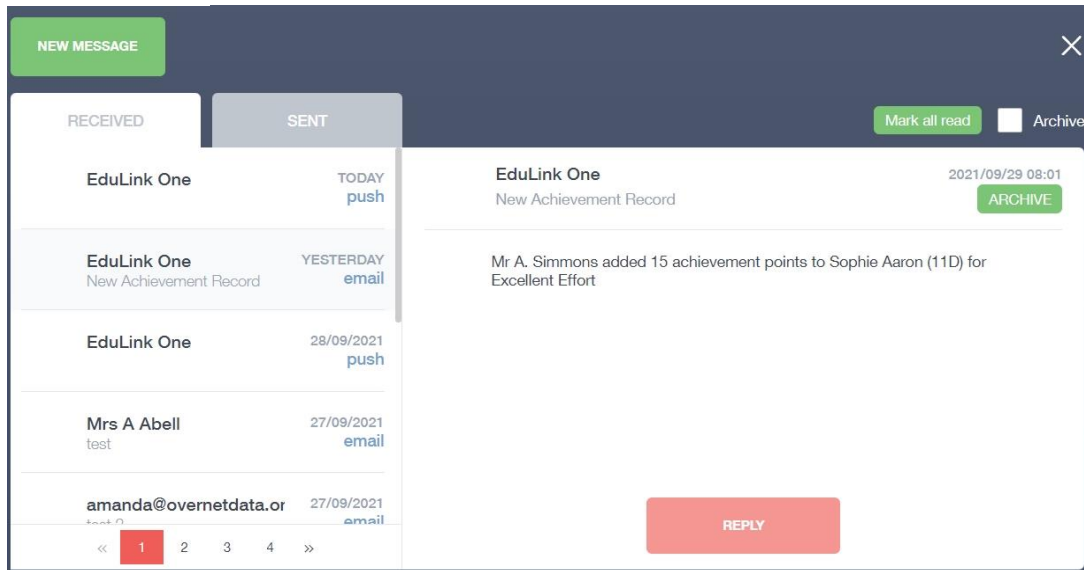
Here you can view the current address details the school has on file for your child. Other information on your child's year group, house and tutor are also available.

 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		

Messages



The message button can be found in the bottom right of the screen. Here you can read messages that have been sent through to you from staff at the school



Homework



The homework section operates as a standalone homework system where teachers can set homework through Edulink One. Students can see what homework has been set when it is due and they can also mark it as completed.

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
Today 30/09/2021	Test Notification	Citizenship	28/09/2021 08:50 2 days ago	Not submitted	✗	
Today 30/09/2021	test to google drive	Citizenship	30/09/2021 00:00 today	Not submitted	✗	
In 3135 days 01/05/2030	A future Assignment	edulink class 1	21/07/2021 11:36 71 days ago	Not submitted	✗	

The student and parent can then click on the text of the homework to read the requirements. To exit this just click on the X in the top right corner.

HOMEWORK DETAIL
X

Science Homework
30/06/2020
Science

Set by:
A. Abell
Submission type:
Not submitted
Description:
Please read chapter two of your Science book 2 and complete the question and answer section at the back.

Completed

Once the student has completed the homework assignment, they should click the **Completed** button to notify their teacher the work has been done. It is important to note that parents can only view set homework.

They would need to provide a title, subject and due date and some text of what this activity is about. This could be used to show teachers extra work completed.


Due Date ↑	Name ↑	Subject & Class ↑	Available ↑	Submission ↑	Completed	Received
In 13 days 28/06/2020	Science	Chemistry	15/06/2020 19:47 today	Not submitted	✗	
In 15 Days 30/06/2020	Science Homework	Science	15/06/2020 19:26 today	Submitted	✓	✓

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 your child/children Attendance record, monthly or yearly.

