



Newfield School
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Headteacher: Mrs Emma Anderson
Chair of Governors: Mr Bill Hilton

Our ref: EA/EB

Dear Parent/Carer

EduLink One

This app allows you to access information about your child or children with one single login. It also enables the school to send messages and letters directly to you and is now our main method of communication.

Current information that the school holds is based on school application data and may be out of date. It is very important that the school holds accurate data. Please ensure you check and amend any incorrect data for both yourself and your child.

Your username and details of how to access EduLink One are as follows.

LOG IN DETAILS

School ID	Newfield
Username	
Password	For security, this will be sent in a separate letter – new users only

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When you have received both your username and password you will be able to login. Please note that if you are already using the app to access information for an older sibling, you will be able to use your existing account.

Getting Started with EduLink One

Access EduLink One from your Smartphone or tablet:

1. Go to your App store
2. Search for **EduLink One, created by Overnet Data**
3. Download the free app
4. Open **EduLink One**
5. Enter **Newfield** into the School ID field
6. Enter your **Username** and **Password** and click Log In.

Access EduLink One from your computer or laptop:

1. Visit www.edulinkone.com
2. Enter **Newfield** into the School ID field
3. Enter your **Username** and **Password** and click Log In.

Once you have logged in you should see your child's name and a silhouette surrounded by numerous different icons. If you have multiple children in the school, their images should appear on the top right-hand side of the screen.

If you have trouble logging in, please do not hesitate to contact Matthew Loxley (Data Manager) mloxley@newfield.sheffield.sch.uk

Once you have accessed the app, please access the 'update information' icon, check your personal details and your child's details thoroughly, making and saving any necessary changes.

Please also update the consent section, following the enclosed instructions. Completing this section will ensure that the school holds the most up to date information and parental permissions for your child or children.

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Parental Consent

Parental consents

Appear in Local Media, Child Photos on School Displays, Fingerprint Recognition Biometrics, Photos used on School Website, I

- Appear in Local Media
- Child Photos on School Displays
- Fingerprint Recognition Biometrics
- Photos used on School Website

Biometrics

At Newfield School we operate a cashless catering system where students have a personal account onto which they can load money in order to purchase food and drinks. The biometric system measures an individual's physical features and these are stored on a database in school and are only used for account access. At Newfield School, your child's fingerprints are scanned enabling them to access their account. If you are happy for your child's fingerprint to be scanned, please ensure you tick the 'Fingerprint Recognition Biometrics' box under Parental Consents on Edulink.

If you require any further information regarding this, please contact the school.

Yours faithfully



Mrs E Anderson
Headteacher

