edulink one
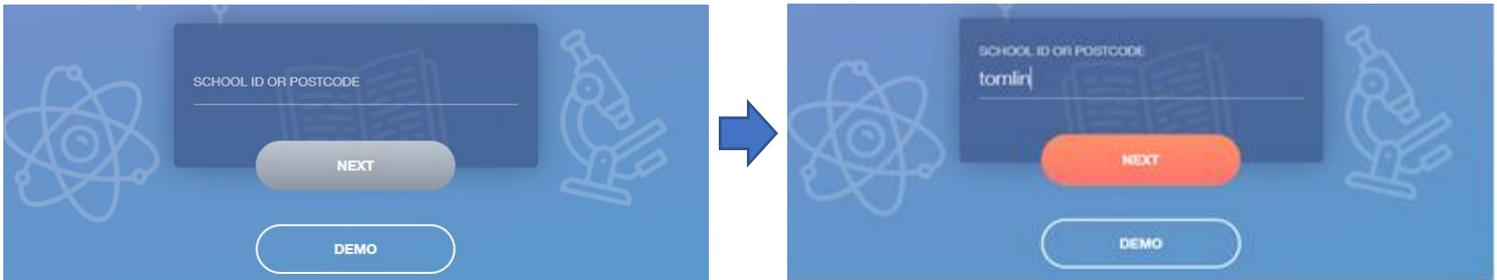# Parent Guide

To log into EduLink through the app or website, please follow the steps below:

1. Enter the School ID (tomlin or GU168PY), tap/click Next

2. Enter the email address the school have on file for you and the password provided in your welcome letter and click/tap the 'LOG IN' button.

IMPORTANT! *Only select 'Remember me?' if you are using a private computer or device, to ensure that nobody else will be able to access your account as it contains personal information.*
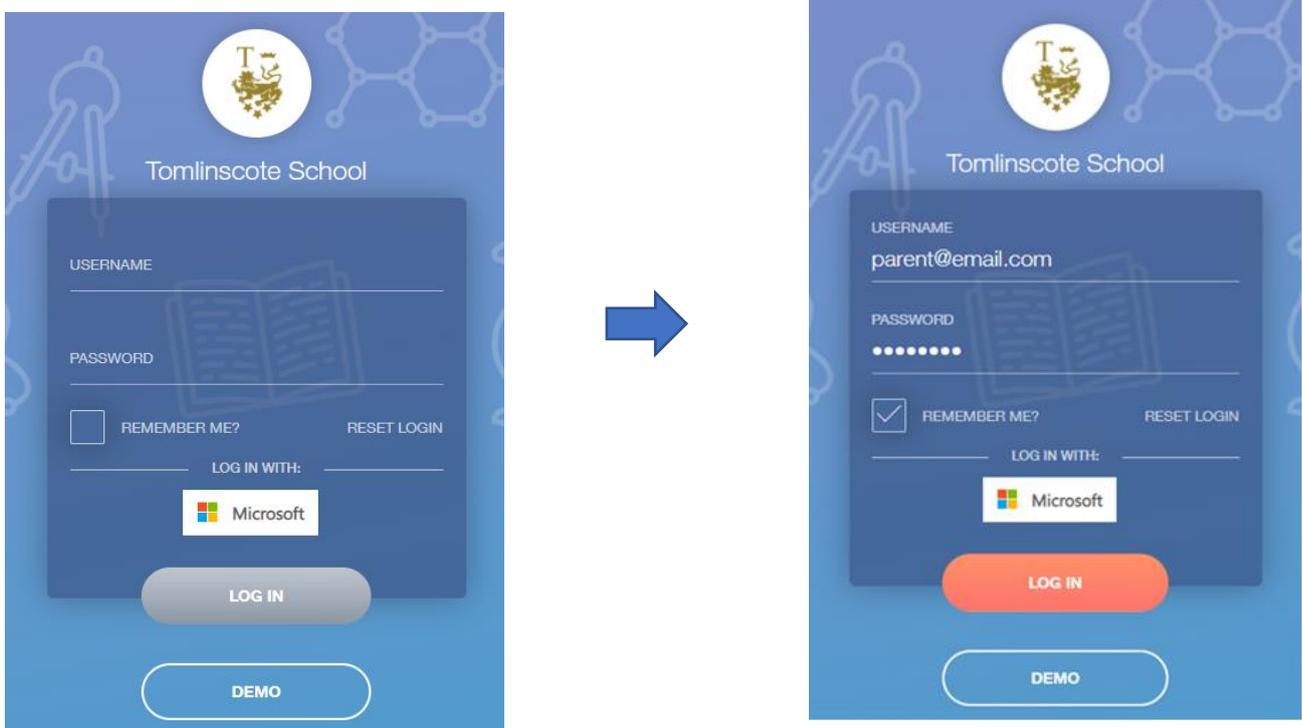
If at this stage you get an error message and you are unable to log in please contact the school on
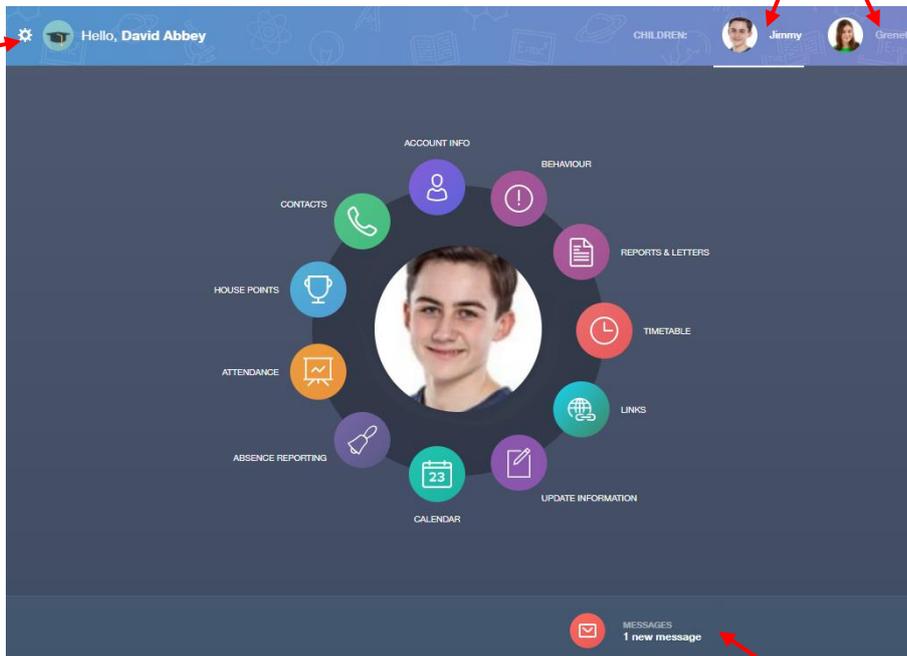data@tomlinscoteschool.com

Once you have logged in, your home screen will look something like this:

Desktop/tablet view:

If you have more than one child at Tomlinscote you can change between children here.

Click on setting to Log Out.

There is also a time-out function set to enhance security.

Here you can view any messages/notifications that have been sent through EduLink e.g. detention notifications.

Smartphone view:

Click on setting to Log Out.
There is also a time-out function set to enhance security.

If you have more than one child at Tomlinscote you can change between children here.

Here you can view any messages/notifications that have been sent through EduLink e.g. detention notifications.

Quick Reference Guide

Tomlinscote School

Select the different icons to view different sections of the app.

Account info
View the details we have on record for your child(ren), including tutor group, form tutor and House. If any personal details are incorrect you can request these be changed through your EduLink login, via the Update Information section.

Behaviour
This section allows you to view any detentions set, including date, time and location. Further details will have been sent in messages at the time of setting.

Reports & Letters
This section will show any individual letters, certificates and reports that have been emailed home for your child. General letters will not be available here.

Timetable
This section allows you to view your child(ren)'s timetable for the next two weeks, including rooms and teachers.

Links
This section contains useful links to websites.

Update Information
This section allows you to request any updates to your and your child(ren)'s details that we have on file. Updates with then need to be approved by our admin staff before taking effect.

Calendar
This is the school calendar as available on the school website. A dot indicates there is an entry on that date. Tap the date to view the details. You can also add your own calendar entries which will be individual to you.

Absence Reporting
Here you can complete a short form to inform the school of any absence for your child(ren). This will then automatically be passed to our attendance officer.

Attendance
This section allows you to see your child(ren)'s attendance for AM and PM registers, including details of any sessions they may have been late or absent for.

House Points
Here you can view any House points awarded and also a total so far this academic year.

Contacts
This section allows you to view the contact details we have on file for you.

Messages
The message section allows you to read any notifications of House points, detentions and messages from school staff.

Further features may be added in the future