

How to continue working from home during school closure

Dear Parent / Guardian

I would like to take this opportunity to introduce you to our new parental information and communication system EdulinkOne. We will be using this system to provide you with essential information from school and home learning tasks.

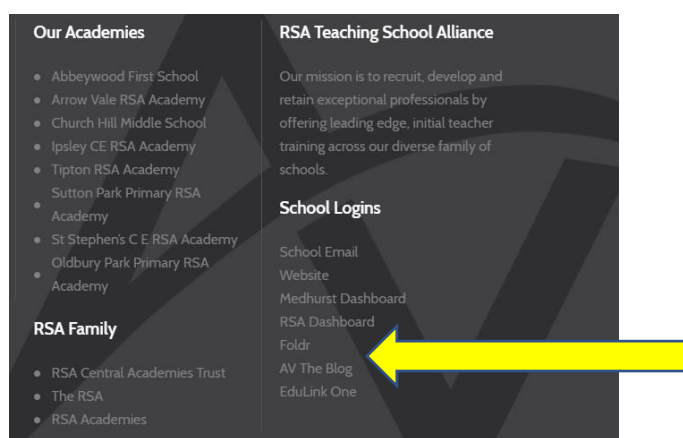
Students have all been provided with training on how to use Edulink One and are also aware of what is expected of them in terms work to be produced at home. They can access Edulink One via three options:

Option 1: Download the App to their mobile device

Option 2: Search 'Edulink One' into Google

Option 3: Follow the link at the bottom of the official Arrow Vale school website

<https://www.arrowvaleacademy.co.uk/about/about-us/the-rsa-and-arrow-vale/>



Students are to use their regular school network username and password. If students have forgotten their password they should contact IT services on help@centralrsaacademies.co.uk. As parents/guardians, we appreciate that you will want to see what home learning work your son/daughter has been set to do each day. To access this, all parents/ guardians have been emailed a username and link to create a password for Edulink One. Please follow the instructions in this email to set up and download the application onto your smart device or computer.

If you have not received the set up email by Sunday 22/03/20 please contact us on help@centralrsaacademies.co.uk.

For security, this new system requires an individual parent login username and password. If you have more than one child at the school, you will only require one account and all children will be visible through this.

Below are some of the features available to students and parents on Edulink One. Please be aware that not all of the features are available currently. We will let you know of new features by the notice board on Edulink and via twitter by following @RSAArrowVale. Please also find in this pack and on our school website, a parent's user guide.

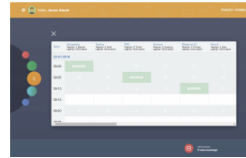
Messaging

Messaging is a great way to improve parental and student engagement. With our service, teachers can instantly communicate with parents, students and other colleagues at an individual, group or whole school level and receive replies.



Parents Evening Booking

Improve parents attendance with the Edulink One parents evening booking system. It makes it easy for parents to book a time to meet teachers and provides the school with the ability to record and report attendance statistics.



Timetables

Students now have no excuse for not knowing where they should be! Parents can keep tabs on what their child should be doing. For teachers, as well as looking up student timetables, they can also see their colleagues' schedules, as well as cover and PPA periods.



Assessment Grades

At any time, termly targets and attainment grades awarded can be viewed by teachers, parents and students. This allows students to take charge of their learning and for parents to be kept informed of their child's performance.



View Attendance

With Attendance, parents, students and teachers can view lesson and statutory attendance statistics.



Exam Timetables & Entries

Users can look up examination entries, exam timetable and once released, even the grades!



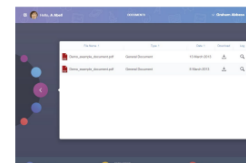
Behaviour & Achievement

Adding SIMS behaviour and achievement records for students is quick and easy with Edulink One. Our **Detention** feature also allows staff to set-up, manage and take detentions across the school.



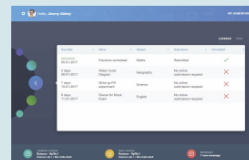
Student Reports

Parents and students can access current and past school reports in PDF format, allowing them to see current attainment and identify any changes over time.



Homework

Set and record homework so that students, parents and staff can easily track what homework is due and see when it has been completed.



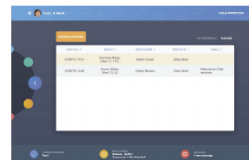
Notifications

With automatic notification rules, schools can make sure people are kept informed of a range of information from new behaviour or achievement records to school detentions or even unauthorised absences.



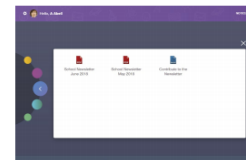
Child Protection

Staff can quickly log child protection referrals for designated members of staff to track and action.



Noticeboard

The Noticeboard allows schools to provide newsletters, school policy documents and general letters home all in one location, cutting back on printing costs whilst ensuring the parents get the important information.



All of the students home learning work will be found in the homework section of Edulink One, some of the work will require students to go onto external websites and complete tasks whilst other work will require the students to log into the school student shared area. To do this they will need to log into Medhurst or Foldr. Please find instructions on how to use Medhurst and Foldr in these in this pack and they can also be found on the front page of our school website as identified below.

Working From Home Documents

CORONAVIRUS

For all students who are currently self isolating, please download the appropriate document for your year group. Inside these documents you will find all the information you need to complete work while self isolating.

Here is the work to complete for each year group (Six form work will be emailed direct):

- Year 9
- Year 10
- Year 11

Parents and guardians, if your contact number has been changed recently please contact Arrowvale Academy and we can update your information, thank you.

[Click here for: How to access Medhurst and Foldr remotely](#)

[Click here for: How to access school email remotely](#)

[Useful links for Edulink One](#)

Accompanying this letter are four documents to support your child with home learning during school closure. These documents are as follows:

1: How to access school email.

2: Parents user guide to Edulink one (Our online learning platform)

3: How to access Medhurst Dashboard (Primary access to school network)

4: How to access Foldr (Secondary access to school network)

We hope you find this new system useful and easy to use. If you require further support please email IT Services on help@centralrsaacademies.co.uk