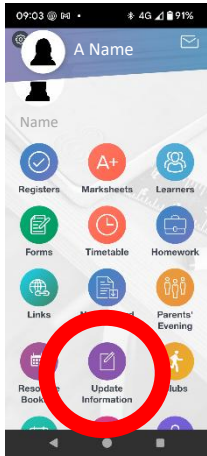


Edulink One – Instructions for updating when using the App

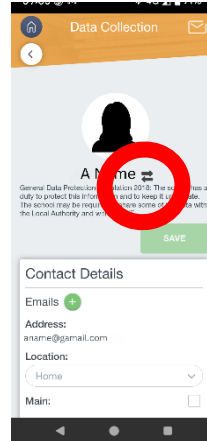
1. Login to Edulink One

2. Click on Update Information



3. Click on Update Information

4. Click on double arrow at the end of your name

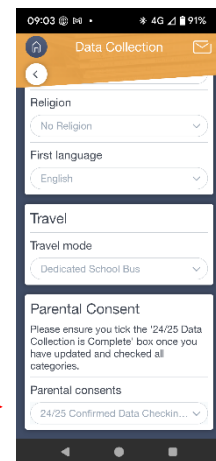


5. Select Child's name from the drop-down list

6. Scroll through the information and make any necessary changes

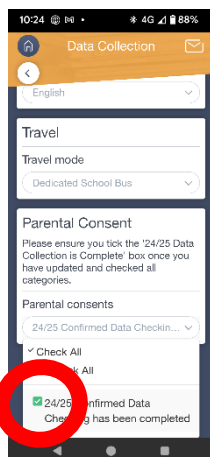
7. Continue scrolling until you reach the Parental Consents section at the end

8. Click on 24/25 Data Checking

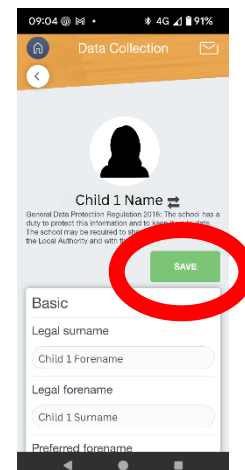


9. Scroll through the list to check the consents are correct

10. Scroll back to the top of this list and tick 24/25 Data Checking complete (so that it goes green)



11. Now scroll right back up to the top where your child's name/photo is displayed and click on the green Save button



You have now completed the data checking process and can now exit the app. Thankyou.