



Data Collection via Parent App

1. There will be a message heading of 'Data collection review required' under the Messages for parents to see.
2. Parents will need to go into the Data Collection tab which can be found in the student's record.
3. Parents will be greeted with a series of headings;
 - Medical Details
 - Cultural Information
 - Dietary Needs
 - Nationality & Passports
 - Parental Consent
 - Contact Details
4. Parents will need to check **ALL information in ALL sections are correct**. If not, corrections can be made along the way.
5. If there are no changes then the Parent will need to choose the '**Confirm No Changes**' green button.
6. Parents need to be aware that under the **Parental Consent section due to the GDPR** legislation, there are now a series of consents regarding the photographing of students. These are noted as follows:
 - In school publications
 - School Website publications
 - Social media publications
 - Video/webcam publications
 - News/media publications
 - No photo permission

***Please note**, parents are able to choose all photographic consents or opt to just choose one or two. The parent must only use the No photo permission if they do not agree to any of the other photo permissions.*

7. Once they have completed the Data collection, it is sent back to Crofton for staff to approve the changes if there are any. Edulink One will let staff know when a collection has been returned with no changes.