



North East
Learning Trust



EASI (Easy Access Student Interface)

*A guide for parents
& carers*

What is EASI?

A central place for you and your child to check important day-to-day things relevant to their student life at **Bedlington Academy**

EASI allows you to:

- check what homework your child has, when it's due and all instructions
- see your child's attendance percentage
- see how many reward points they have earned
- see any detentions your child may have
- open emails
- access revision materials on Student Pod & external learning websites (such as Seneca Learning)
- Open all Office 365 programs, such as Powerpoint, Word, Teams and OneDrive

1) Logging in – step-by-step



On a computer (in school or at home), or on a phone:

- 1) Open a webpage by using Chrome or any web browser. In the address bar at the top, type: <https://bedlington-systems.nelt.co.uk>
- 2) When you open the webpage, you will be asked to log in. This is your child's unique username (their school email address) and password which they have already set up themselves. Usernames all follow the same format (00aa00@bedlingtonacademy.co.uk) – if your child has forgotten their username or password, please contact the school at info@bedlingtonacademy.co.uk



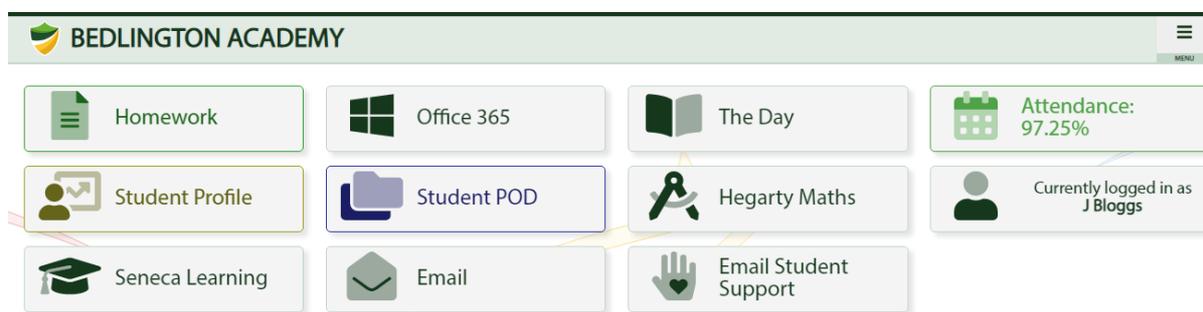
Top tip!

You can also create an app-style shortcut on your phone to quickly get into EASI:

- In Safari, go to <https://bedlington-systems.nelt.co.uk>
- Tap the 'share' icon at the bottom 
- Tap 'add to home screen' (this will create an app-style shortcut)
- Type a name (EASI) and then tap the 'add' button



2) The EASI homepage



This is what you will see once logged in – clicking each button takes you to the relevant section where you will find more detail. Here is a brief summary:

- **Homework:** See what homework your child has due, missed and completed.
- **Seneca Learning:** A free revision site. Teachers sometimes also set homework on here, but full instructions will always be given in the 'Homework' section
- **Student POD:** This is where we house extra resources for every subject your child has. You can find details of what they are currently studying this term, along with useful documents such as knowledge organisers.
- **Attendance:** Your child's current attendance percentage
- **Student Profile:** This allows you to see your child's classes, reward points, consequences and other details
- **Office 365:** This will take you to a suite of free programs, such as OneDrive (for saving work), Teams (for homework instructions and submitting some homework) and Powerpoint/Word (for completing some work).
- **Email:** You can see what emails have been sent and received here
- **The Day:** a reading programme with hundreds of news stories from around the world
- **Hegarty Maths:** A useful link to the popular Maths site
- **Email Student Support:** If your child has any issues or wishes to report something, they can click this to send an email. Alternatively, they can speak to a member of staff.

NOTE: We will constantly look to evaluate the homepage so that students and parents can use it effectively. These buttons may change as EASI evolves.

3) Homework

- 1) Here you will find all homework that has been set this year for your child. They are arranged chronologically, so the homework due next appears at the top of the page:

The screenshot shows the EASI interface with a homework entry for 'Science' titled 'Energy transfers'. The entry is set to be 'Formally Marked' and is due on '6th Sep, 2021'. The teacher is 'R. Jenkins' and it was issued on '2nd Sep, 2021'. A link to 'Energy transfers' is visible. Annotations include: a yellow box highlighting 'Due', 'Missed', and 'Completed' tabs; a yellow box stating 'These tabs can be clicked to see previous homework as well – pupils will mainly want to focus on ‘due’ as this is homework that has been set but hasn’t been completed yet.'; a green box highlighting the subject and title 'Science Energy transfers' with the text 'We can see that this pupil has some Science homework, called Energy transfers'; a red box containing instructions: 'All instructions are on Teams click on the link. Please submit work on Teams.'; a red arrow pointing from this box to the Teams link icon; a pink box highlighting the due date 'Due 6th Sep, 2021' with the text 'This is the date the homework needs to be handed in by – it will always be a day that they get this subject.'; and a red arrow pointing from the Teams link icon to the red instruction box.

Due Missed Completed

Click here if you are stuck on a homework.

Science Energy transfers Formally Marked Due 6th Sep, 2021

All instructions are on Teams click on the link. Please submit work on Teams.

R. Jenkins Energy transfers Issued 2nd Sep, 2021

We can see that this pupil has some Science homework, called Energy transfers

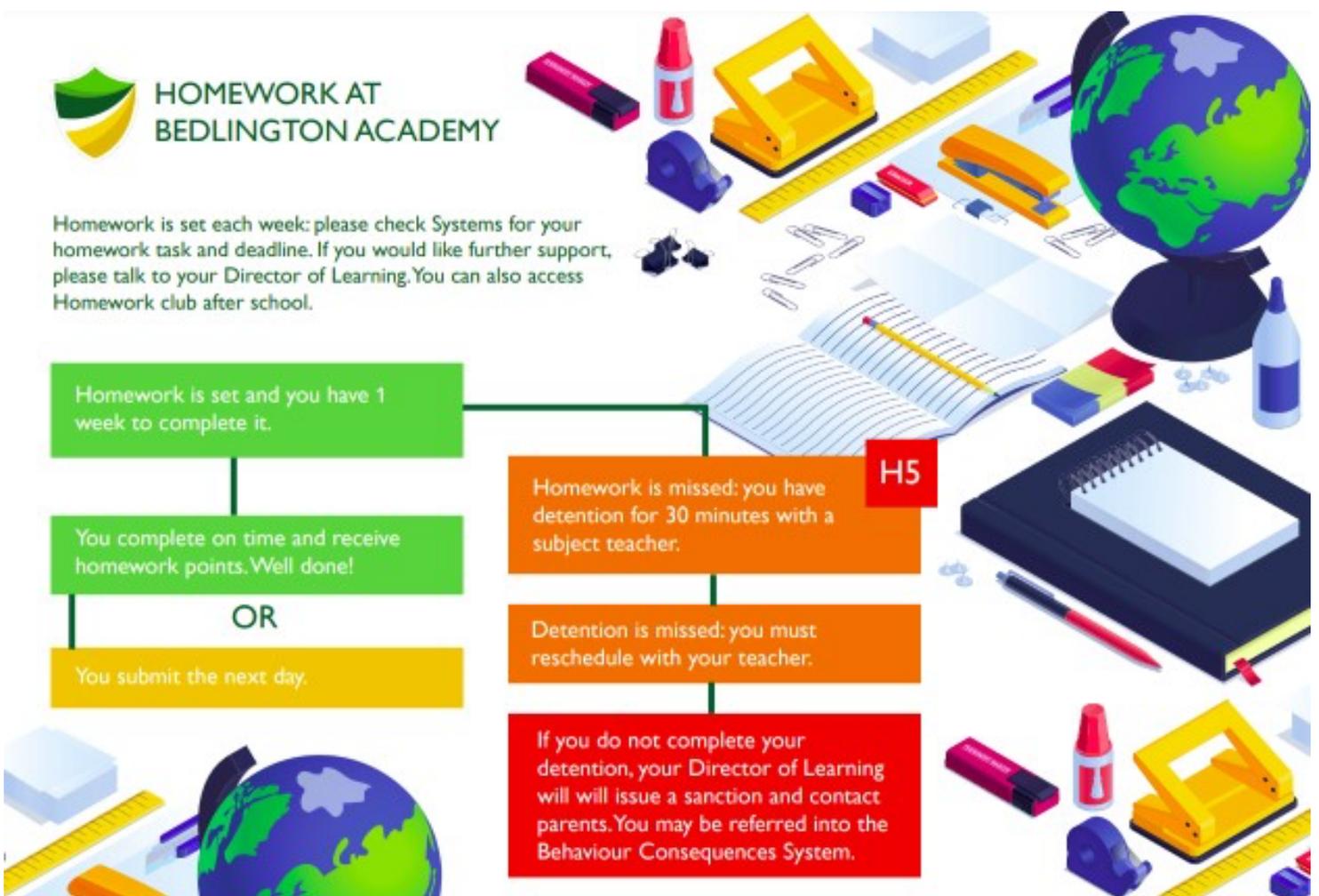
This box contains instructions and how the homework can be handed in – sometimes pupils might be asked to hand it in in class, or the teacher may ask for it to be submitted on Microsoft Teams. This homework needs to be submitted on Teams, and there is a link to click to get the homework.

This is the date the homework needs to be handed in by – it will always be a day that they get this subject.

- 2) Clicking the link takes you to any attachments or links the teacher may have included for the homework

Things to note:

- Teachers will discuss homework in lesson so that pupils understand what to do.
- A pupil will never receive homework due in for the next day – they will always get a reasonable amount of time to complete it.
- If homework is only partially completed, it will be marked as not completed. The teacher will have made it clear what is required and all elements should be attempted to the best of a student’s ability.
- Pupils should set aside some time and a suitable place to complete homework – establishing a good routine is key to completing homework regularly.
- If you need extra support or help with homework, speak to the class teacher, your tutor or Miss Short
- We do have a sanction system for homework not being completed or not enough effort put in. Details of this are below:



4) Student Profile

Clicking this area allows you to see a snapshot of your child's behaviour and rewards:

- Reward Points – These are positive rewards your child has achieved.
- C1/2/3/4/5 – This is our consequence system used in every lesson, ensuring that students are given the opportunity to change their behaviour. Sanctions range from C1 (verbal warning) through to a C5 (removal from the lesson)
- Flags – Staff will log issues that contravene school policy, such as punctuality, missing equipment and incorrect uniform.

This allows you to search consequences and rewards for a specific date range

Filter: All Consequences Flags Interventions Points Rewards Exclusions Steps Referrals

Update

DATE RANGE
From: 2021-09-02
To:

10SPE
Class groups

- 10A/Dt1 10B/En3 10B/Gg1 10B/Ma3 10B/Pe1 10B/Pl3 10B/Sc3 10C/Pg1 10D/D31 10SPE HCL Evolution Reg: 10SPE Year 10

Step 1

8 Points

Your child's total house points

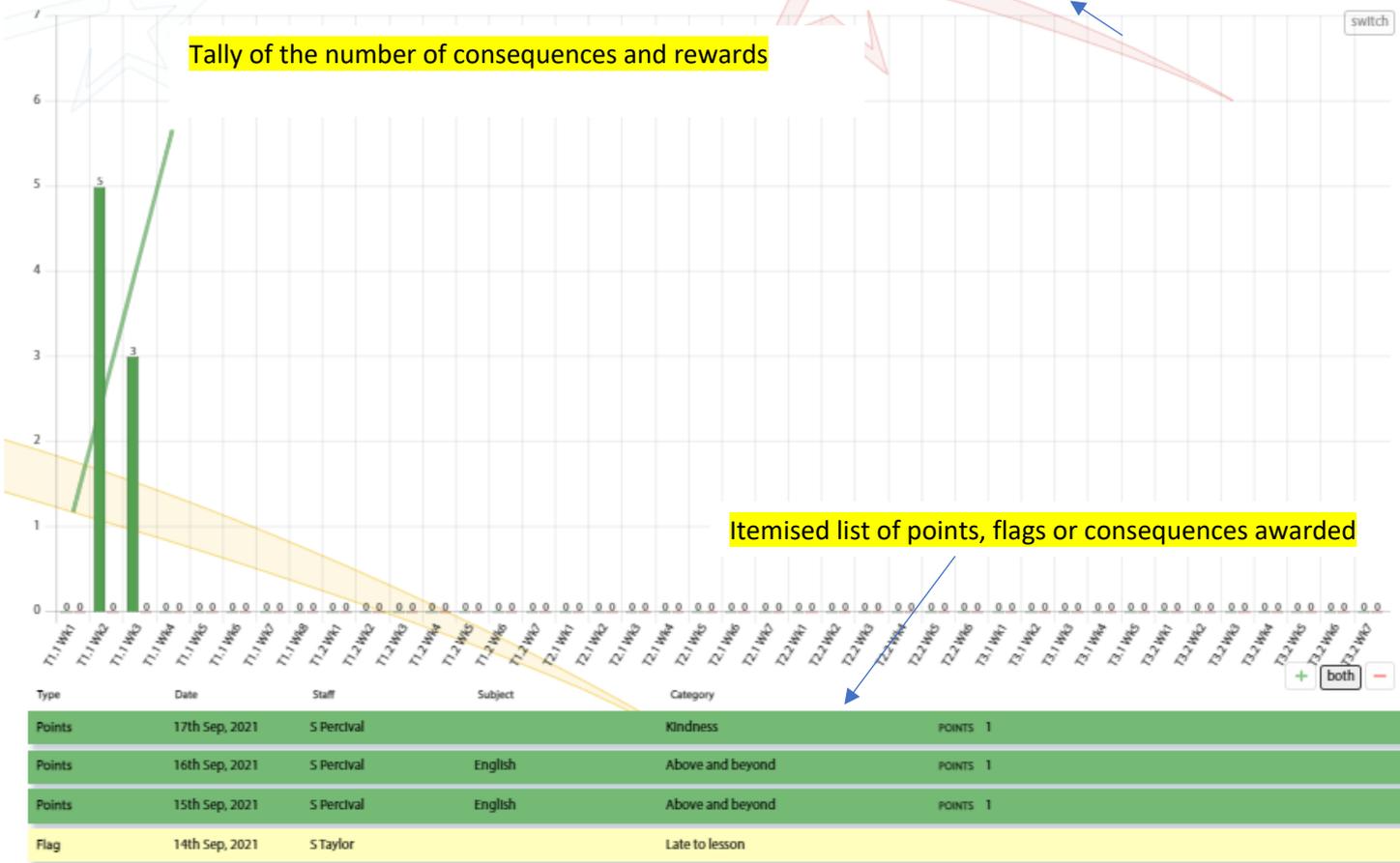
Summary

TOTAL NEGATIVES: 0



Tally of the number of consequences and rewards

Itemised list of points, flags or consequences awarded



Support

We hope you find both this guide and EASI useful; parents of Bedlington Academy pupils now have access to a wealth of information than ever before, which we hope enables you to gain further insight into your child's school life.

Should you need any further support with EASI, please don't hesitate to contact the school at info@bedlingtonacademy.co.uk