



Eastfield Pupil Profiles



What is Profiling?

A profile is a record which captures the latest and best achievements at a given time. Learners will record, on a regular basis, comments and evidence about their learning and the skills they have developed, and connect these to the world of work, their career aspirations and future pathways. Ultimately the learner profile should link into the processes of CV writing, applying for a job, preparing for interviews or self-employment. Recognising achievement, profiling and reporting are integral elements of Curriculum for Excellence. Children's and young people's competences and capabilities are shaped by a combination of experiences within both formal and non-formal learning settings. Profiling therefore should encourage children and young people to understand all of their achievements, including those gained within school and also those achieved in other settings such as their families, youth groups and communities.

Why is profiling important?

Engaging in profiling allows learners to develop a greater understanding of themselves, their learning and achievements and at the same time gain skills in reflection, evaluation and self-management. It helps learners to reflect on relevant experiences and skills development and fosters their ability to articulate these in context. It also equips them with the ability to formulate future aspirations about employment or career pathways which are best suited to their abilities, attributes and capabilities. Subsequently young people will be able to share relevant evidence of their development with, for example, parents, career advisors, potential employers or other learning providers in a meaningful and knowledgeable way. Overall profiling which includes reflection on work-based learning experiences will ultimately provide a sound basis for making choices about future pathways.

Who 'owns' the profile?

Although teachers are central in supporting and managing the profiling process, particularly at early levels of education, the learner is the owner of the information and ultimately responsible for developing, updating and sharing its content.

What should a profile contain?

A learner's profile will be based on a wide range of information about learning experiences, progress and achievements through the four contexts for learning of Curriculum for Excellence. This may contain:

- progress and achievement across all curriculum areas and beyond, as appropriate to the stage of learning and development.

- targets to challenge and support future learning.
- information on progress and development of skills articulated in connection to the world of work.
- a learner's statement outlining his/her latest and best achievements, in and/or out of school
- a record of awards achieved or relevant achievements or experiences out with a formal education context (ie. wider achievement) such as community engagement, voluntary work or social enterprise.

We have now launched our new pupil profiles with termly reports from class teachers, it is intended that this will replace the once-a-year written report card.



To find your child's pupil profile you can access this in several ways, the easiest way is through One Note which is logged into using your child's



Glow email address.

The first time you access this you may need to link the profile with OneNote. Instructions for this are below.

Your child's profile will include in the title the year that they started school ie. P1 (2025) and is not related to the content itself.

Please be aware that any edits you make to the content will be live and only the teacher comment page should be edited.

If you need your child's glow password reset, please contact their class teacher.

Video Tutorial

<https://tinyurl.com/4sdwzhew>



On a Computer / Laptop

1. Open your Browser and go to the correct year group address:

P1	https://tinyurl.com/5d282c5u
P2	https://tinyurl.com/3danj9s8
P3	https://tinyurl.com/yfcwckpw
P4	https://tinyurl.com/7dduabc
P5	https://tinyurl.com/3atd6kuz
P6	https://tinyurl.com/yfc4skkh
P7	https://tinyurl.com/4e7sh6cs

2. Sign in using the child's (g25smithjohn@glow.sch.uk) email address and password.
3. Sign into the Glow site using the start of the email (gw25smithjohn) and password.
4. From here click on your child's year group on the left to see the notebook.

A screenshot of the Microsoft OneNote application. The title bar shows '2022 Pupil Profiles Notebook'. The ribbon includes 'File', 'Home', 'Insert', 'Draw', 'View', and 'Help'. The left sidebar shows a list of notebooks, with '2022 Pupil Profiles Notebook' selected. The main content area displays a 'Welcome to Class Notebook' page with the date 'Thursday, June 9, 2022 1:24 PM'. The page text explains that the notebook is a digital space for the class and is organized into three parts: Student Notebooks, Content Library, and Collaboration Space. A blue arrow points from the '2022 Pupil Profiles Notebook' in the sidebar to the main content area.

Click on their name to expand it. Then choose which section you wish to view - Front Cover, Profile (Report), Teacher Comment (Teacher Comment and Attendance) or Parent Comment (Parent Comment Section).

A screenshot of the Microsoft OneNote application, similar to the previous one, but with the notebook structure expanded. The left sidebar now shows a tree view with sections: 'Welcome', 'Collaboration Space', 'Content Library', '1. Front Cover', '2. Profile', '3. Teacher Comment', 'Parent Comment', and 'OneNote_RecycleBin 2'. The 'Parent Comment' section is highlighted with a blue box. A blue arrow points from this section to the main content area, which still shows the 'Welcome to Class Notebook' page.

5. If you wish to expand their work within the profile - double click on it. Please leave a Parent Comment in the appropriate box on the 'Parent Comment' page regarding your child's work.

On a Phone / Tablet

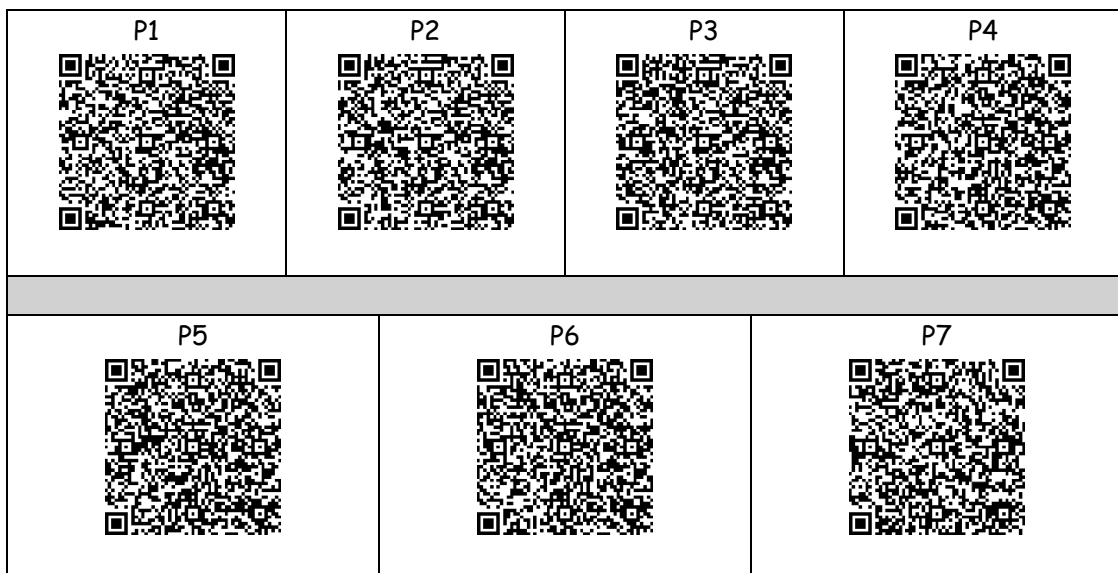
Video Tutorial

<https://tinyurl.com/bdd6884m>

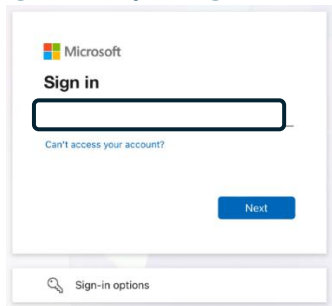


We would recommend you access this first using the browser (ie Chrome / Safari) but for longer term access using the OneNote app works better. This will make any future access faster and easier. Prior to following the below instructions download OneNote from your app store.

1. Scan below QR code (or use above URLs) to first find the profile using the browser.



2. Sign in on the browser on your device using your child's email address (q25smithjohn@glow.sch.uk) and password (see below).



3. Sign in on the Glow site on your device using your child's log in (the first section of their email address - gw25smithjohn) and password (see below).

Sign in

Username or Email Address (required)

Password (required)


[I have forgotten my password](#)

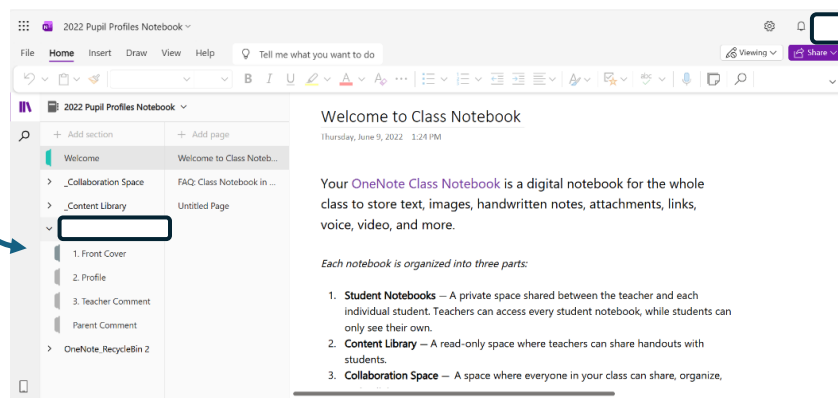
Remember me (Do not select on shared devices) [Need A Glow Login?](#)

Sign in

Only Glow users are allowed to access this service. If you do not have a Glow username and password then you may be committing an offence by trying to gain access to this service.

[Find out more about Glow](#)

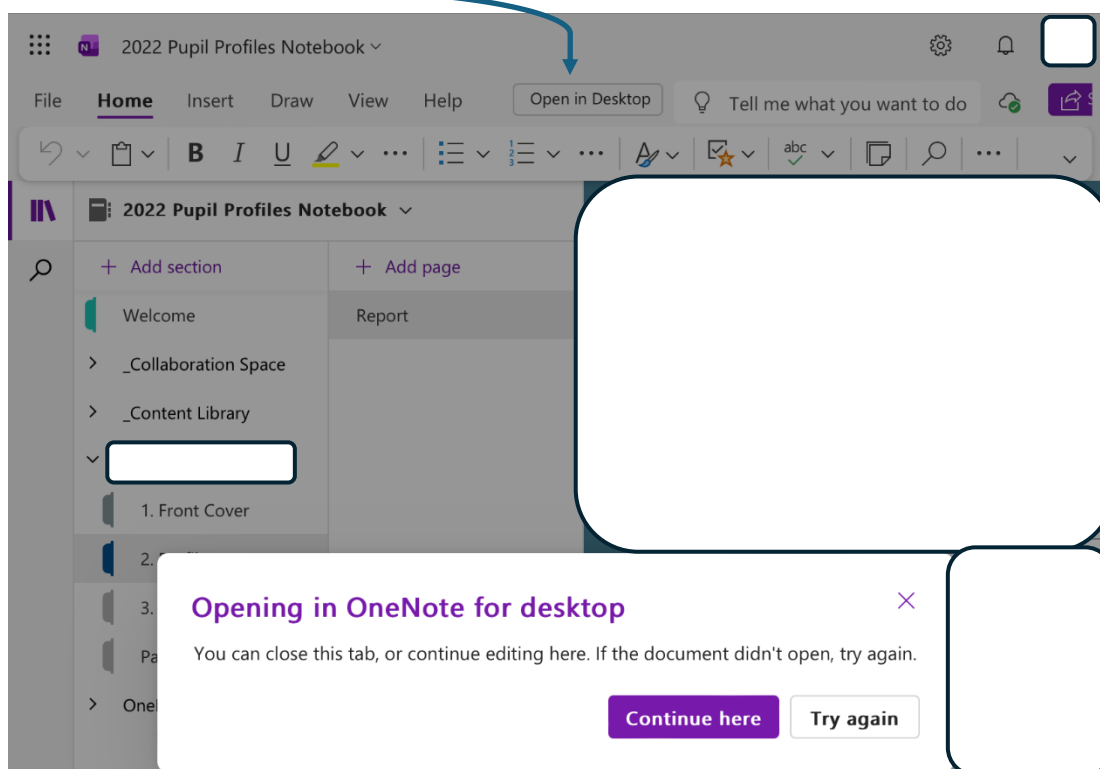
4. Tap on the 3 Notebook icons on the left  (you might need to tap twice).
5. Tap your child's name on the left column and then the word 'Profile' and then 'Report' (You can do the same with the 'Teacher Comment' and 'Teacher Comment and Attendance' box or 'Parent Comment' and 'Parent Comment Section').



6. You can now read the profile and view your child's work files from the browser. Double tap to open files and they will download to your device.

Now we will link it to the OneNote app which is the easiest and best way to access the profiles.

7. To use the OneNote app as recommended. Tap anywhere on the 'Profile' page (step 5) and then tap on 'Open in Desktop' - sign in using the same details.



- 8.
9. Please leave a Parent Comment in the appropriate box on the 'Parent Comment' page regarding your child's work.

If using multiple accounts on the same device, you will need to sign out of the other account first on **all** Microsoft Apps on your device (including browser).

The profile is now linked to your OneNote. The next time you wish to view the profile you should only have to open the OneNote app directly and sign in. (Step 7)