



**Changing Lives  
Learning Trust**

RESPECT · RESILIENCE · ACHIEVEMENT · OPPORTUNITY

**WEST LAKES  
ACADEMY**

Changing Lives Through Learning

Dear Parent / Carer

I am writing to you with details about our admission process this year in terms of us gathering information about your child. This year we will be using Edulink to do this. You will shortly receive an email containing your login details so you can access the system. Once you have received your login details, please follow the instructions below:

- 1 Visit: <https://www.edulinkone.com/#!/login>
- 2 School ID is WLA

SCHOOL ID OR POSTCODE  
WLA

NEXT

DEMO

- 3 Enter the username and password you have been given via email

WEST LAKES ACADEMY

West Lakes Academy

USERNAME

PASSWORD

REMEMBER ME? [RESET LOGIN](#)

LOG IN

DEMO

Headteacher: Mr Stephen Grant  
West Lakes Academy, Main Street, Egremont, Cumbria, CA22 2DQ

**Part of Changing Lives Learning Trust**

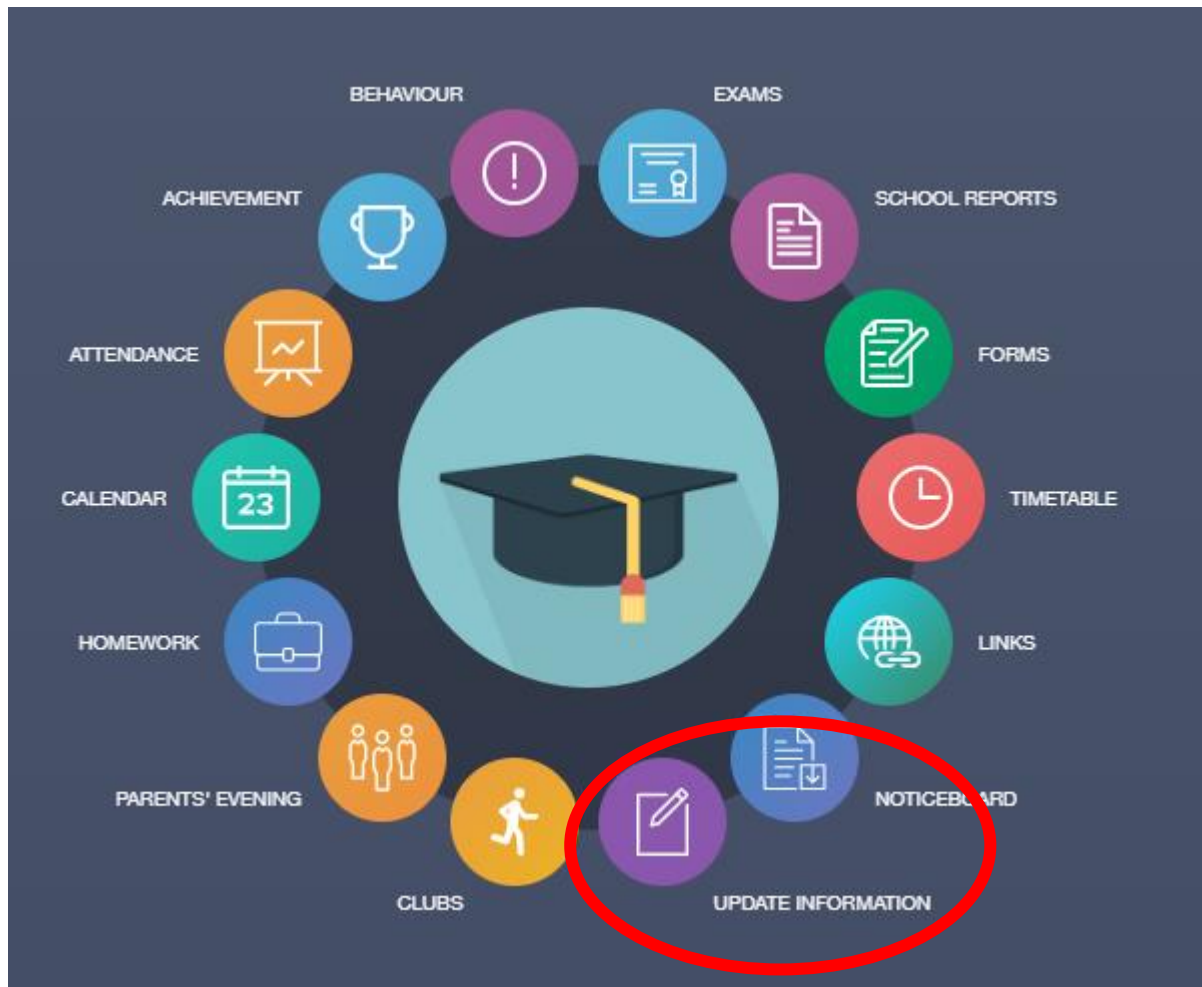
t: 01946 820356

e: [contactus.wla@changinglives.education](mailto:contactus.wla@changinglives.education)

w: [wla.education](http://wla.education)



4 Select **Update Information**:



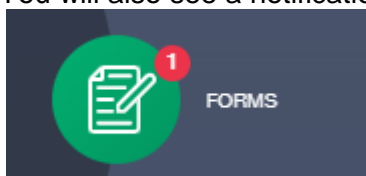
5 Select student name:

A screenshot of a user selection interface. On the left, there is a vertical menu with two options: 'Parent' and 'Student'. The 'Student' option is highlighted with a red circle. To the right of the menu is a form titled 'Basic' with fields for 'Preferred forename' and 'Preferred surname'. Below that is an 'Addresses' section with a '+', a table with columns 'Location' and 'Addresses', and a 'Home' row with a 'Move' button.

6 Review/input information required and click save.

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You will also see a notification on the section for **Forms**:



Please review and complete the medical questions asked within this form.

Finally, the **Noticeboard** section of Edulink is where you will find useful documents for your attention. Please visit this section of Edulink regularly as documents are updated frequently.

To ensure a smooth transition to West Lakes Academy, please ensure you have completed this data collection exercise by Friday 15<sup>th</sup> August 2025.

If you require any support, please email [admissions@changinglives.education](mailto:admissions@changinglives.education).

Yours faithfully

A handwritten signature in black ink that reads 'V. Stabler'.

Miss Stabler  
Assistant Principal

Headteacher: Mr Stephen Grant  
West Lakes Academy, Main Street, Egremont, Cumbria CA22 2DQ  
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