

Using the Secure Every Child Counts Website Guidance for Schools

October 2021

All schools that are currently registered for an ECC programme can use a secure website area.

You can use the **ECC Online Data System** to record data and download reports about children's progress on ECC programmes. You can also use the **Resources** area of this site to download resources for your ECC programmes.

Further Support

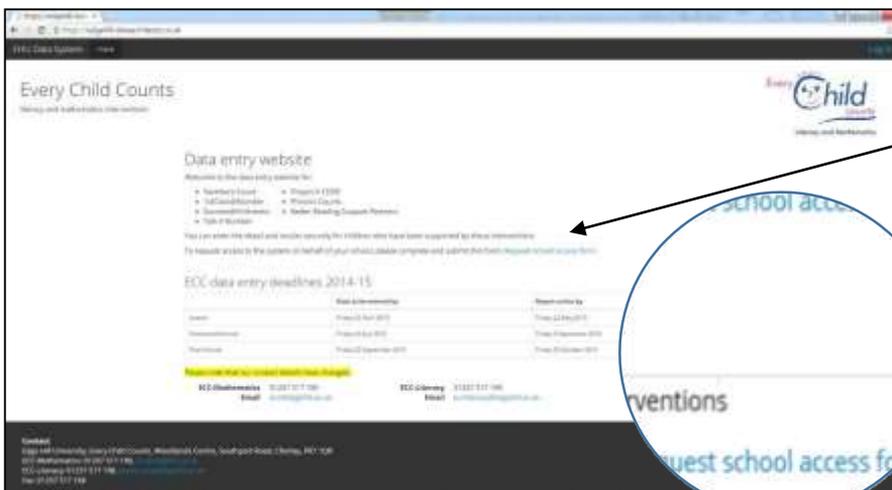
The ECC online systems are continually reviewed and updated. Details may change slightly from those shown here. If you encounter any problems, then please contact:

Every Child Counts ecc@edgehill.ac.uk

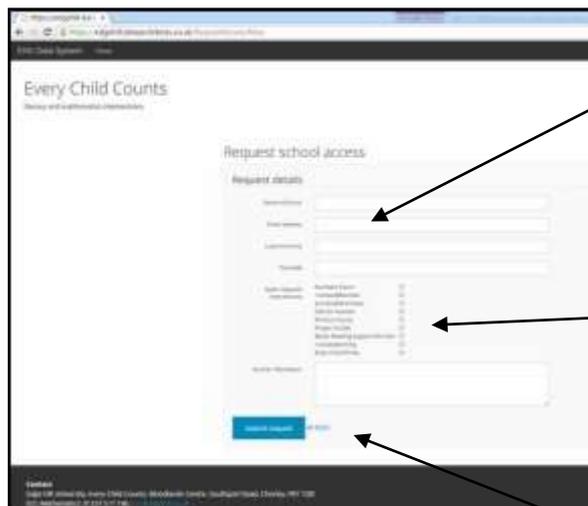
01695 657 133

Registering to Use the Secure Website

Use this address to register: <https://edgehill.dataarchitects.co.uk/>



Click on the blue request access link to register your school for the site



Enter your full school name and a generic school email, e.g. office@..... or admin@....

Please do not use personal email accounts, as we need to verify that the request comes from a school.

Tick the boxes for the ECC interventions your school takes part in.

Read and complete the box to show you understand the data protection guidance [Data Protection Guidance](#)

Click **Submit request**.

You will receive an automated response from the website (please do not reply to it as it will not reach us) to acknowledge your registration.

It will take approximately 48 hours to register your school and we will then confirm by email to say that you can now access the site. Please allow up to 15 days in busy periods such as September when we will have many registrations. Once your registration has been processed, you will receive an e-mail:

Dear admin@school.co.uk, your new EHU (Edge Hill University) Data System password is: 567YQ818

You can change this via your account details page once you're logged in. The account details link can be found at the top-right of any page.

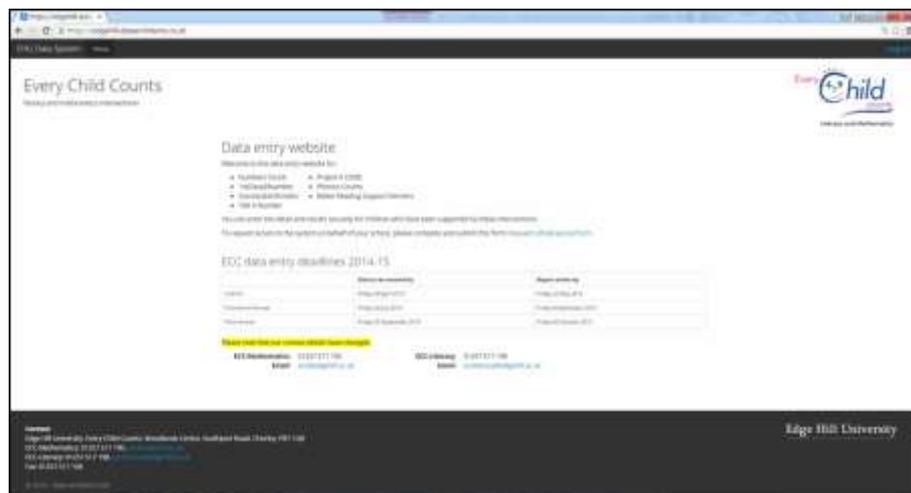
Follow this link to login to the site: <https://edgehill.dataarchitects.co.uk/Login>

Accessing the ECC Online Resource and Data Site

The online resource and data site address is <https://edgehill.dataarchitects.co.uk/>
It may be useful to bookmark this page for future use.

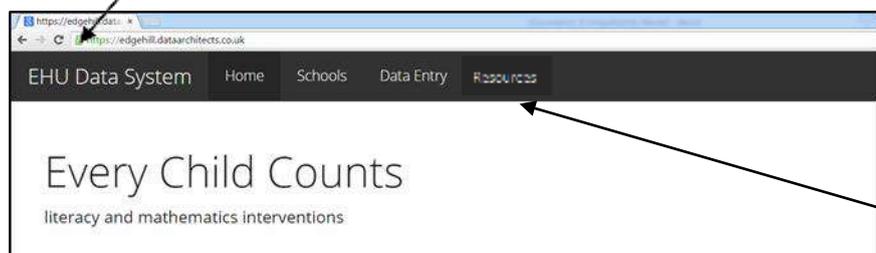
Your **username** is the e-mail address that you have registered.

Your **password** is the password that was sent to you by e-mail or that you have since changed. If you ever forget your password you can easily change it online or by calling the ECC office.



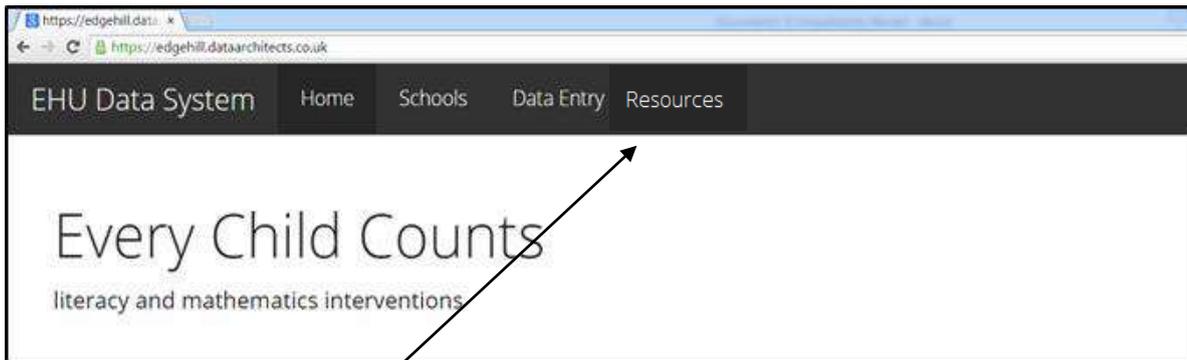
Insert your school email address and password in to the log in box in the top right.

The padlock indicates that this is a secure site.



Once successfully logged in, the black bar at the top of the screen will expand to show Schools, Data Entry & Resources

Accessing the Secure Programme Resources

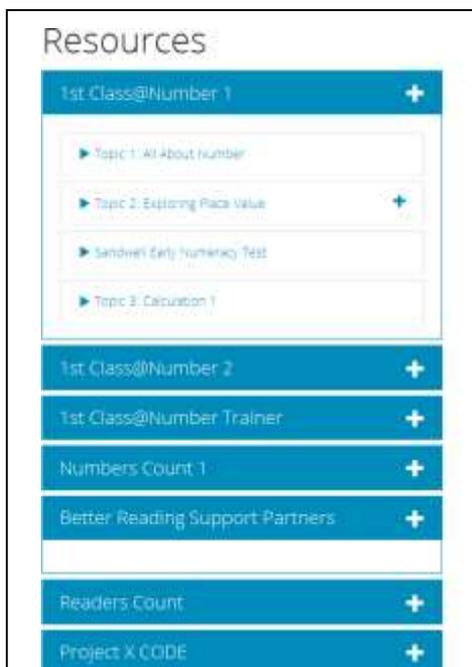


Click on the tab **Resources**.



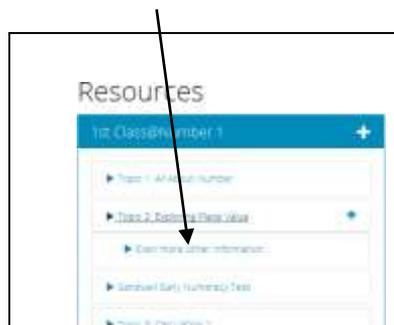
Listed here will be all the ECC courses you have a current registrations for. Your registration lasts for 12 months from the training start date.

Click on the + next to the name of the programme and this will expand the pages below.



As further pages are revealed, those that have a + in the right hand side margin can be expanded even further to reveal more sub pages.

Once you have found the page you wish to access, by hovering over the page title and clicking on it, the content will be revealed.



For guidance on how to enter online data, please view the full version of this document.