

# Setting your Contact Preferences



🔒 Louise Knight ⚙️ ? Logout

Click to view my profile

Home Governors ECT Services Store Training Communication Resources Setup Basket

Log into the Croydon Education Partnership portal.

From the homepage select and click your name, in the top right hand side of the screen.

From the 'My Profile' page you can edit your personal details, including contact details, and view your access rights.

**Users | My Profile**  
Review and manage your details and contact preferences

Account details	Additional information
Name: Louise Knight	Role(s):
Email:	Special req:
Job title: Educational Psychology Coordinator	DOB:
Telephone:	Ethnicity:
Address: United Kingdom	Comments:

**Training**  
View my training ☺

**Legacy system alerts**  
Harris Primary Academy Benson  
Configuration of alerts is not available when access is granted via administration rights

**Access**  
Harris Primary Academy Benson  
Frontline Data - Full access for Sites

**Other access**

- Admin  
Admin group
- Admin - All providers  
Providers - FULL ACCESS
- \* Educational Psychology  
Providers - FULL ACCESS

**Contact Preferences**

Click the small pencil icon to configure your contact preferences

- All marketing communications (including general and role specific communications)
- No marketing or promotional emails from Octavo Partnership (this does not include training confirmation emails)