





Future First : A guide on how to sign up to SMRT’s alumni network

1. Click on our school’s personalised Future First Hub registration link :


<https://www.futurefirsthub.org.uk/register/st-mary-redcliffe-and-temple-school>

2. Complete the registration form to join your network –





St Mary Redcliffe and Temple School

Powered by 

Join your network

First name*

Last name*

Email address *

Pronoun

Location

You are a *

When did you leave school?

Year group you were in when you left?

Join the National Alumni Network *

Connect with other volunteers and have access to more job opportunities, volunteering opportunities, and events. This network is run by Future First

Yes No

How did you hear about us?

Code of conduct *
We want to create a safe and productive environment for all users and require everyone to read and agree to a [code of conduct](#).

Privacy policy *
Your details will be shared with Future First and your school/college. Full details of how we use the information you provide can be found in the [privacy policy](#). By ticking this box you are agreeing to the [privacy policy](#).

Request an account

Don't say yes to this unless you want to volunteer your services to mentor students in other schools or access potential job opportunities through this network.



3. Once you have submitted your form, your account will be reviewed by us

4. An email will be sent to you notifying you that your account is pending approval. See example below. This is to ensure that the school can identify all members on its network. As schools are busy, please be patient as this may take a few days.

Thank you for registering to the Future First Hub.

Your registration is currently pending approval by the network you have requested to join.

Once it has been approved, you will receive another email containing information about how to login, set your password, and other details.

Best wishes,
Future First

5. Once your account has been approved, you will receive a notification email letting you know that your account has been activated. See example below.

Thank you for signing up to support your former school.

Through the Hub you'll be able to access volunteering opportunities, events and work experience vacancies. You'll also be able to help current students develop their understanding of pathways and careers.


You may now log in by clicking this link or copying and pasting it into your browser:


<https://www.futurefirsthub.org.uk/user/reset/79028/1660039080/Q5pWEaM8...>

This link can only be used once to log in and will lead you to a page where you can set your password.

After setting your password, you will be able to log in at <https://www.futurefirsthub.org.uk/user> in the future using the following username:

6. Click on the link in your email and set a new password for your account.

 St Mary Redcliffe and Temple School

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Welcome!

Please set your password

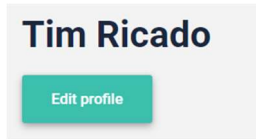
Password*

Confirm password*

- At least 1 uppercase
- At least 8 characters
- At least 1 lowercase
- At least 1 special character
- Passwords match

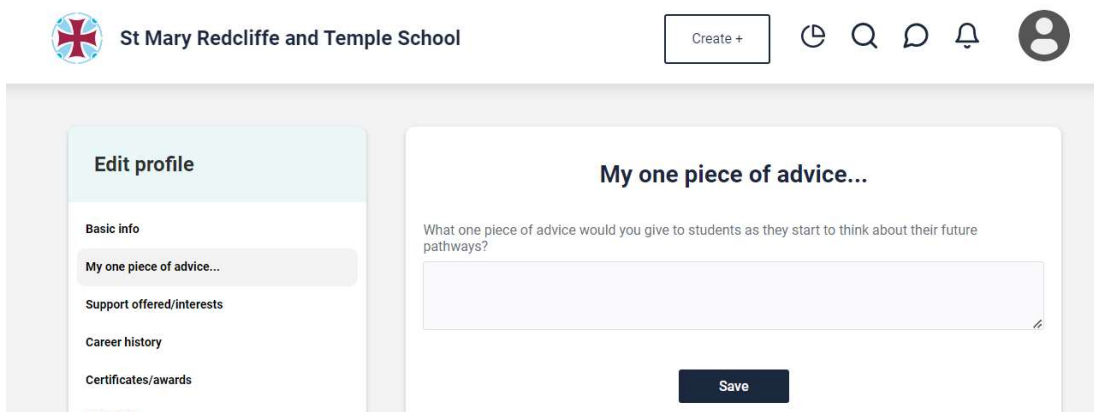
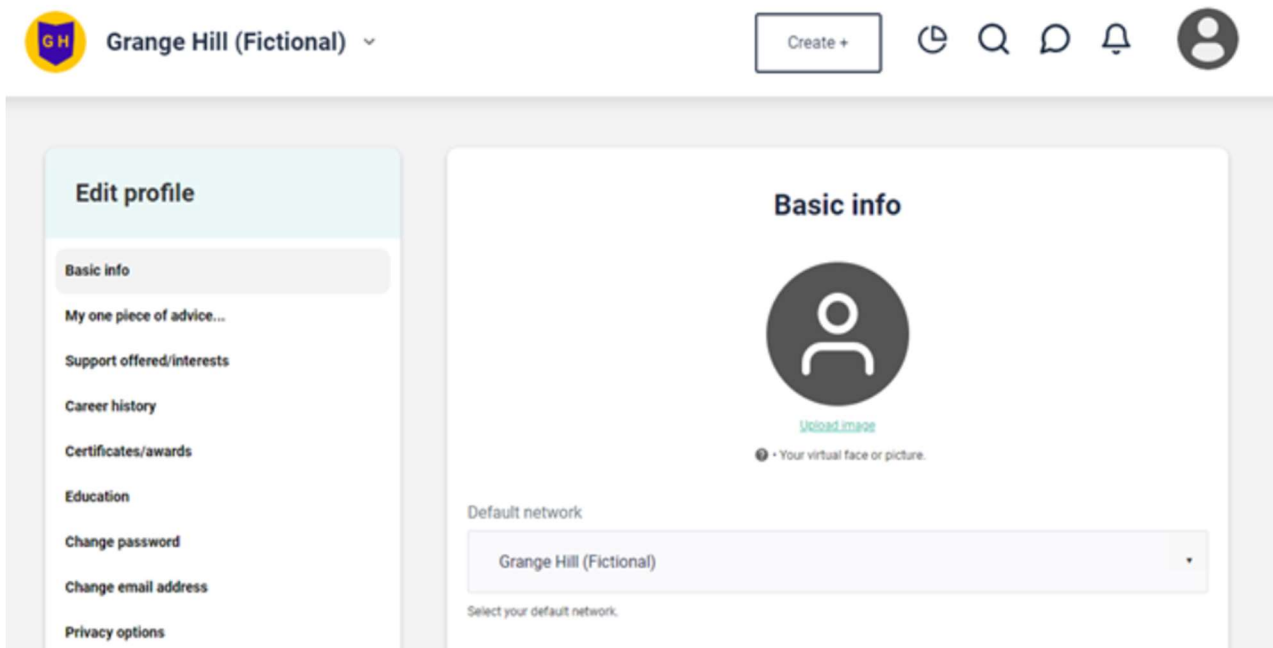


7. What you do at this point depends entirely on you, and how much information you want to share. It is absolutely fine for you to make this very minimal if you choose, but you can share information and advice by clicking on the 'Edit Profile' button:



If you want to you can add:

- A picture
- A phone number – if you think you might want to help us in school so that we can keep in touch and call you directly about a particular opportunity. This and your email address are not visible to anyone except the school network administrator.
- Share your advice - support a young person looking to gain insight into the world of work by sharing one piece of advice. We will be making posters out of these!
- An education entry – you will be asked to provide some brief feedback on any institution or course you attended, if you would like to share this, so that current students can search for particular Universities or subjects and tap into your wisdom without bothering you with unsolicited questions
- An employment entry - tell us about your general area of work (or more than one job if you like) and share any useful advice about the sector or role. (NB Charities and Voluntary work is in the list of sectors).





The **'Support offered / Interests' section** has not been designed by us, and I would hope we can chop a load of stuff out of it at some point!

- We don't want your money, so please don't offer donations unless you really want to!!
- If you are working and local to Bristol and your employer could offer work-experience that would be fantastic.
- **However** the most useful thing, beyond the general comments you leave us on your university or work areas, would be a willingness to talk to current students about what you have been up to since leaving. You could be anywhere in the world for this. We can set up a Zoom seminar with a selection of medics or engineers from different parts of the country or world.
- It would also be helpful if you could tick the box to have quotes about your Uni or work put on a poster.
- Offers to mentor students, especially if you are in Bristol, also gratefully received.

The sections underneath this on **Areas of interest or expertise** are a bit weird, not our design and we can't edit the list, but I think is meant to make us easier for us to search to people who may have particular skills. Feel free to ignore it.

The **Career History section** is also a bit glitchy - annoyingly the 'Employer name' is currently a compulsory field. Hopefully we will get this changed. You can include this if you like or just put a general term such as 'multiple' or 'employer 1'. Don't worry about dates unless you would like to share your work journey more fully. What is useful to us here if you feel able to provide it is the general advice on work in this area.

The **Certificates / awards section** is there just for people who want to share the story. Feel free to ignore it.



The Education section is one we would really love you to take seriously, as it has space for your reviews and advice which our current students can search for :

Don't worry that the boxes slightly overlap, it doesn't matter what you put where or if you ignore some boxes. Current students searching for your University or subject will be able to see what you put.

The **'Privacy Options'** section is particularly important so you don't get bothered any more than you want to.

Privacy options

You can update your privacy options at any time:

- Opt out of emails from Future First, including notifications from this site
- Email opt out (all schools)
- Open to connections with other alumni and friends at St Mary Redcliffe and Temple School
- I am happy for my picture to be used on a poster in my old school or college
- Code of conduct *
We want to create a safe and productive environment for all users and require everyone to read and agree to a [code of conduct](#)
- Privacy policy *
Your details will be shared with Future First and your school/college. Full details of how we use the information you provide can be found in the privacy policy. By ticking this box you are agreeing to the [privacy policy](#).

Save

Callout 1: This is the one that enables us to message you through the site, so please don't disable it.

Callout 2: This will stop users receiving marketing emails from Future First so you may want to tick this.

Callout 3: Depends if you want other Redcliffe alumni to be able to message you within the system. If you allow this it will also bounce a notification to your email that a message is there.

Callout 4: This would be nice for us, so we can put a face to your name and wise words of advice, but completely understand why you may not want to.

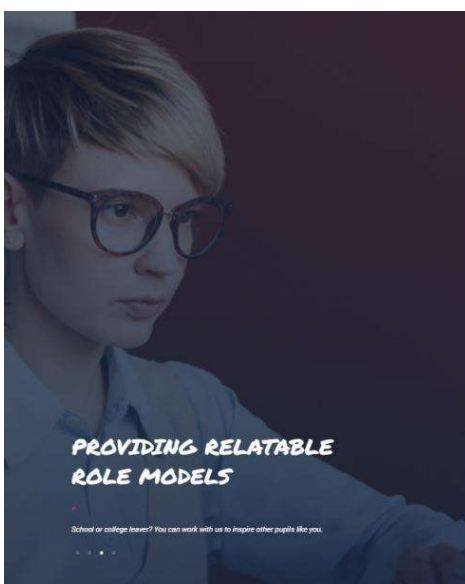


8. You are now all set up and ready to do more with this platform if you want to, or absolutely nothing at all if you prefer! Just being able to stay in touch with you is enough for us, and having any thoughts about your previous Uni or work experiences is a bonus, but ...

- If you have offered your services for mentoring we may well be in touch in due course
- If you want to connect with staff and old friends you can
- We have created lots of groups which you can join and communicate within if you want, this might be to share opportunities for collaboration or job vacancies or to invite ex-Redcliffe students to support your events or to share memories or interesting articles for current students etc. You can search for and add yourself to groups related to:
 - The Year you left us – e.g. 2019 6th Form Leavers
 - Your university subject / career area – e.g. Law, Performance arts, Computing, Medicine, Armed services, Journalism, Charity and volunteering
 - Particular interest groups – e.g. LGBTQ+, Christian or Muslim ex-students, debating, feminism etc.
 - Particular Universities – we have currently set up an Oxford and Cambridge group as there is a particular need for mentoring and support of current students in those areas but there is nothing to stop you creating groups of your own for this or anything else.
 - Once we have enough members in the groups then I can communicate with the group as a whole and invite someone else to moderate it.

That's it for now. I hope you will feel able to support this initiative, and whilst I completely get that those of you not long out of school may feel you want to keep a low profile for a bit or haven't got much to offer (i) the latter isn't true – every year we have fantastic ex-students come and talk to our current ones and it is often those for whom it didn't all work out as expected or who have struggled who are the most valuable, and (ii) it may be that as you settle in to your professional life you feel you want to offer more.

9. To sign back into the Future First Hub, visit www.futurefirsthub.org.uk and use your email address and password.



10. Should you need additional support, please contact support@futurefirst.org.uk