



# Old WAYNFLETES

## Guide to the *Old Waynflies* website

### **W**hat is the Old Waynflies website for?

A new way to communicate and interact with Old Waynflies and with Magdalen College School and to keep you informed with of all the latest news and developments.

### **W**here do I find it?

At [www.oldwaynflies.org](http://www.oldwaynflies.org) or [www.mcsoxford.org](http://www.mcsoxford.org)



### **W**hy should I register?

So that you can...

- Be the first to know the latest news and information about Magdalen College School
- Learn more about and register interest in planned reunions and other events
- Search for old friends and contemporaries
- View, control and update your own details
- Book and purchase tickets for events
- Upload your own photos

### **W**ho can use it?

Everyone who is an Old Waynflyte, past and present.

### **O**ur promise

The Old Waynflies Club and Magdalen College School undertake that the information we keep is never sold or passed on by them to third parties for purposes unconnected with the club or school. It is only used by us, or by others on our behalf and under our direction, for purposes related to the Old Waynflyte Club or Magdalen College School. These purposes will include allowing you, the Old Waynflies, to communicate effectively, administering the Old Waynflies Club, keeping information up to date and helping to support the activities of Magdalen College School.

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## Registration Instructions

If you would like to take advantage of this existing new initiative, please register NOW by following these simple steps:

1. Go to [www.oldwaynflètes.org](http://www.oldwaynflètes.org)
2. For first time users, click **Register**. Once you are on the register page, click **Register** and you are prompted to complete your **full name, email address, date of birth and year you left MCS** this will allow us to authenticate your identity.
3. We will notify you by email of your unique username and password within 48 hours. Please note your username will be your email address.
4. Once you have your username and password, registered users can log in by entering them into the relevant boxes – click the login button. Please note your logon details is case sensitive.

## Congratulations

You are now logged into the Old Waynflètes system and can view, update and control your own details via the **My Account Page**.

When updating your details if you wish to make these available for others to view, please tick the box **Viewable to other OWs**.

You can now search for OWs who have registered and given their permission for their details to be viewed by others.

You can download an order form for the OW merchandise—online purchasing coming soon. There is a link on Archives/Old School Photo page to access some of Gilman and Soames archived school photographs should you wish to.

If you wish to contact other OWs please email the Development Office [ow@mcsxford.org](mailto:ow@mcsxford.org), who will forward your requests should we have contact details.

Should you wish to place news, requests or invitations on the Noticeboard please email the Development Office [ow@mcsxford.org](mailto:ow@mcsxford.org), who will publish it for you.

Please encourage other OWs to log on to the site as it should prove of great benefit for us all if we can use it to reconnect with old friends and support and meet each other via this new link provided by The *Old Waynflètes Club*.

## System Information

The OW site incorporates data privacy technology, which enables us to offer you a secure service according to your preferences for the disclosure and use of your personal data, while allowing us to comply with privacy regulations. The system will protect your rights over the data it holds about you. You will be able to control the data that is visible to other users. The *Old Waynflètes* system will ensure that we handle your personal data in the way that you specify.

## Contact Us

If you have a problem with the website please contact Angie Leadbetter, the Web Master, via the Development Office at Magdalen College School on 01865 253499 or email [ow@mcsxford.org](mailto:ow@mcsxford.org).

**Please note that the Development Office is manned weekdays with short breaks for public holidays from 9am to 5pm during term times.**