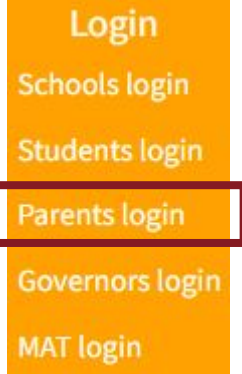


# Parent Guide to Go4Schools

The steps below should be followed to login for the first time. Page 2 of this guide explains how to view information about your child's progress.

**1** Go to [www.go4schools.com](http://www.go4schools.com) and click **Login**. Choose the parents login from the list shown.



**2** Click **First-time user** and enter your email address (the one on record at school) and click **new password**.

A login form titled 'GO Sign in with GO'. It has two tabs: 'First-time user?' (selected) and 'Forgotten Password?'. The text says: 'If you haven't logged on to GO 4 Schools before, type your email address and click the "new password" button.' Below this, it explains: 'This is the password you may use to log in to GO 4 Schools if your school supports this login method. It is also the password you use to log in to the GO 4 Schools Mobile App if your school uses the Mobile App.' There is an 'Email address' label above a text input field. Below the input field is a button labeled 'New password'.

**3** Your email address must conform to the following requirements:

- Be at least 8 characters long
- Have not been previously used on GO 4 Schools
- Contain the following:
  - At least 1 uppercase character (from A - Z)
  - At least 1 lowercase character (from a-z)
  - At least 1 numeric character (from 0-9)
  - At least 1 special character (from @ # \$ , % ^ & \*)

**4** From now on you can login using your email address and password in the login fields on the schools login page.

**5** Select the person icon on the top menu bar and click settings, if you need to update the settings, notifications or change your password.

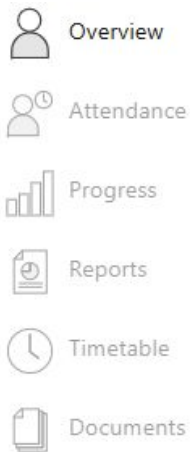


# Parent Guide to Go4Schools

6

The icons on the left allow you to navigate to each of the pages listed below.

7



**Overview** provides your child's timetable and attendance

**Attendance** gives you a more detailed breakdown of attendance

**Progress** provides your child's teacher assessment and grades

**Reports** include a PDF copy of your child's end of term report

**Timetable** presents a detailed version of your child's timetable

**Documents** include any linked documents

8

The PDF copy of your child's report is available on the reports page and in the top right hand corner of all pages. The report will be named using the following format:

Year group, Data Harvest number and published date.

Data is collected and published at three times each year:

- Data Harvest 1 (DH1) - End of Autumn term
- Data Harvest 1 (DH1) - End of Spring term
- Data Harvest 1 (DH1) - End of Summer term



To access a report from a previous academic year, select the year under your child's name. As illustrated below:



If your login is not working please do the following:

- Update your email address by responding to the recent ParentMail that requested you enter your email address if it has changed. Please wait 48 hours before trying to login again.
- If you know your email address is correct, check that you have entered a password that conforms to the rules stated in step 3 on page 1 of this guide.
- If you are still unable to login please email: [info@littleilford.org](mailto:info@littleilford.org)

