Dear Parents

The school uses a data information management system called Go4Schools. This provides parents with online access to student progress reports that contain details of their child's current grades, progress, behaviour, rewards and attendance.

You will need to make an initial login to Go4Schools and you can do this by going to the Go4Schools site at **https:/www.go4schools.com** and clicking the '**parents'** option (at the top of the page on the right hand side).

This will take you to a registration page, where you will need to click on 'First-time User?'; please then follow the prompts.

Enter your email address in the '**First-Time User?**' area and click on 'New password':
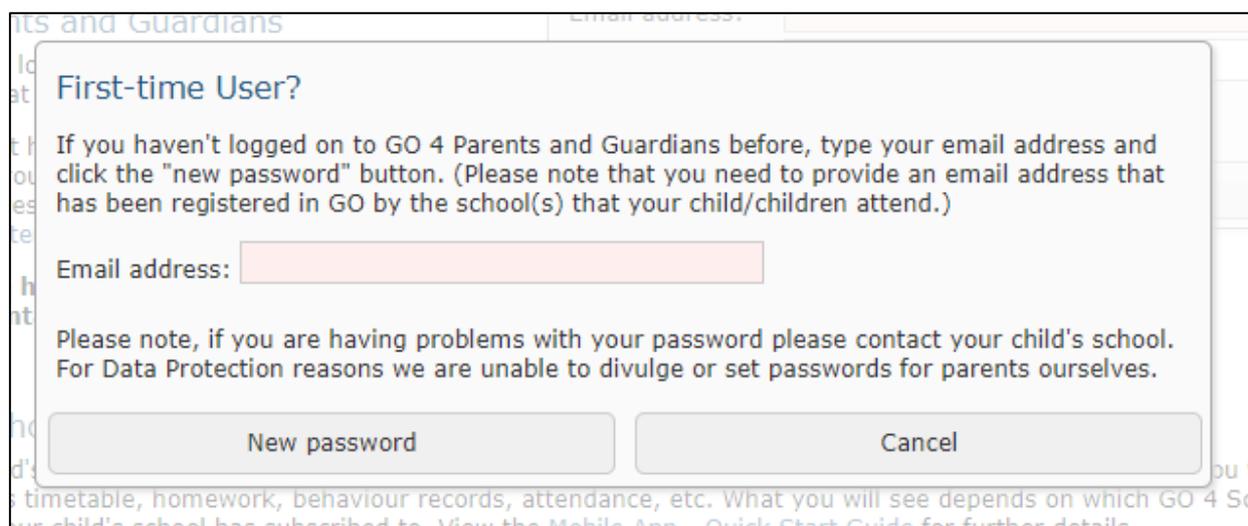
The email address you enter _must_ match the email address which you have provided to the school for parental contact. If you have updated your email address or are unsure which email address the school holds for you, please contact us as soon as possible on enquiries@shsb.org.uk

You will not actually be sent a password – you will be taken to a page where you will need to **create your own password** and then confirm by re-entering. You will then be taken back to the 'welcome' page where you should enter your email address and your newly-created password.

When you have completed your first log-in, you will be in a position to view the on-line reports. Please see the guidance below on how to see your child's report.

Please note, there will be periods where you will not be able to see any data until we have made it available.

Instructions for parents on how to view their child's report

If a report has been published, when parents log on this will be indicated at the top of the screen.

Underneath this, there are four options: 'today's timetable, detailed progress, attendance, and progress and reports'. Please click on **progress and reports**, which will take parents to the section which allows them to view their child's reports.
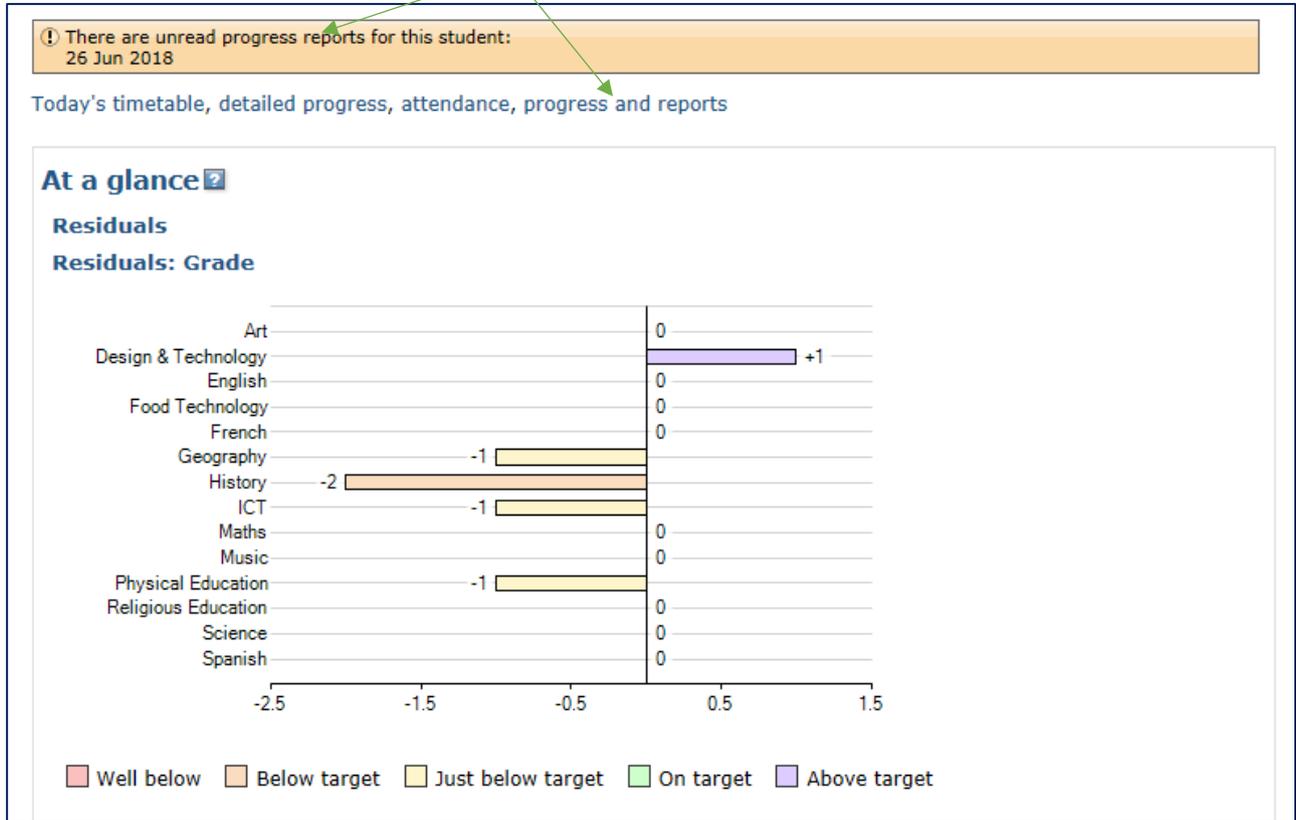
Please click on **view report** to open the report in a new window. By doing this, the system will register and confirm to us, via our reporting process, that a parent has seen their child's report. You may also choose to view the report in a pdf format which is more suitable to print, should you wish to do so.

Progress and reports

Subject	26 Jun 2018	Current Grade
Art	5	5
Design & Technology	6	6
English	5	5
Food Technology	4	4
French	4	4
Geography	4	4
History	3	3
ICT	4	4
Maths	4	4
Music	4	4
Physical Education	4	4
Religious Education	4	4
Science	4	4
Spanish	4	4

Attendance	99.41%	99.42%
	View report ⚠	

The Go4Schools Mobile App

If you own a phone that supports the application, then you can download the Go4Schools App. This gives parents live data on attendance, progress and behaviour.

How to download the App

Guidance is published on the school's website under 'Parents/Letters home to parents' or by clicking on the link below:

Go4Schools App Guidance

Yours sincerely

Mrs J Welsh
Data Manager