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**Headteacher:** Mr J Parr BA Hons

Thursday, 8 September 2022

Dear Parents and Carers,

I hope that your child is settling into life at Church Stretton School, and that they are enjoying their lessons as much as we are teaching them.

We have initially placed students in teaching groups based on their SATs, where we have that data, and these groups will be reviewed as we build up a more detailed picture throughout the academic year. Teaching groups are arrived at by producing a rank order from objective data such as assessment scores. All groups follow the same curriculum and there is no ceiling on progress in any particular group. Please encourage your child to discuss their progress with the class teacher if they are finding it too easy or too hard.

We have been supporting all Year 7 students to logon to the school network and Go4Schools, they have been given a printout of their username and email address and encouraged to set a secure and memorable password. If your child is still experiencing problems with either platform, please contact [admin@csschool.co.uk](mailto:admin@csschool.co.uk) and I will endeavour to help them logon as soon as possible.

Go4Schools is an online system that allows parents and students to access information about:

- academic data,
- timetables,
- homework,
- attendance,
- reports,
- and behaviour.

I have included user guides, providing step-by-step instructions for logging on to the Go4Schools website and the mobile app, appendix 1. Parents and students must set up their own separate accounts with Go4Schools and not share one. This is because links to relevant information may differ on students' and parents' pages. Without both account types, important information might be missed.

One of the many benefits of having a Parent Go4Schools account is the ability to monitor the homework tasks that your child has been set. To help ensure your child is not overwhelmed with too many homework tasks at once we are developing a balanced homework timetable, which will be shared with students, parents, and carers shortly. Teaching staff will use a number of different tasks to ensure homework is stimulating and accessible for all students. I have included details of the most frequently used online platforms and the logon details students should use to access, appendix 2. I appreciate that I have shared a lot of information with you in one go, but it is important that you are fully informed and would recommend you keep this document for future reference. As with all letters, a copy will always be available on the school website.

We aim to teach students to develop the IT skills they will need in the next steps of their education and into the world of work but understand that this can be a steep learning curve. Therefore, we aim to provide user guides and how to videos for the most common issues students experience, which can be found on the school website [here](#). If you experience IT issues that are not covered on the support page then please contact [admin@csschool.co.uk](mailto:admin@csschool.co.uk) and either Mr Morgan, the school IT manager, or myself will contact you to provide support.

Yours sincerely,

Dan Bird

Assistant Headteacher

Appendix 1 – Go4Schools user guides



## USING GO 4 SCHOOLS

### A GUIDE FOR PARENTS AND STUDENTS

Go4Schools is an online system that allows parents and students to access information about academic data, timetables, homework, attendance, and behaviour. This information is live so that means all the details are constantly updated.

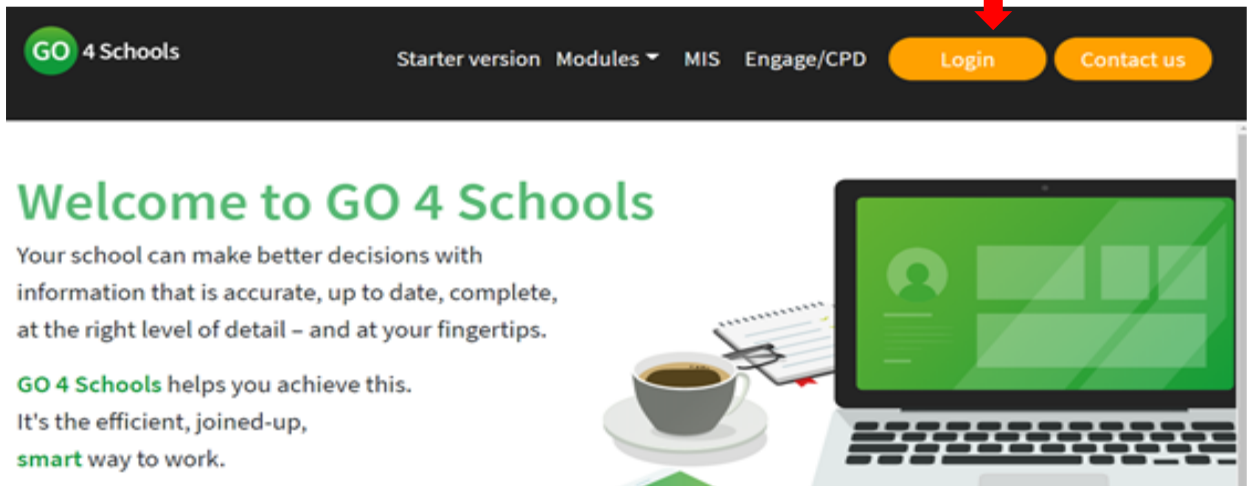
To access Go4Schools you will need to visit [www.go4schools.com](http://www.go4schools.com) or you can use the link on the Church Stretton School website [www.churchstretton.shropshire.sch.uk](http://www.churchstretton.shropshire.sch.uk) (under the 'Parent' and 'Student' tabs).

You can install the **mobile app** either from Google Play or the App Store. You will receive a separate document with instructions for downloading and using this app.

Parents and students should set up their own **separate accounts** with Go 4 Schools and not share one. This is because links to relevant information may differ on students' and parents' pages. Without both account types, important information might be missed.

### LOGGING IN

To access the system, open the Go 4 Schools web page [www.go4schools.com](http://www.go4schools.com). Under the 'Login' tab, you can choose from 'student' or 'parent':



This will take you to the Login page where you can enter your email address (parents - this will need to be the one that you **supplied to school**, students – this will need to be the one **supplied to you by school**).

Start here if you have logged in before

## Welcome!

This is the GO 4 Schools login page for Parents and Guardians

In order to login, you will need to use the email address that your child's school holds for you.

If you don't have a password yet, or have forgotten your password, you can request a password reset email using the [First-time User?](#) and [Forgotten your Password?](#) links.

**If you are having problems logging on, please contact your child's school.**

**Important notice about Microsoft Internet Explorer 11**

Email address:

Password:

Remember my email address

Sign in

[First-time User?](#)

[Forgotten your Password?](#)



Start here if you have not logged in before

If you are **new to Go 4 Schools**, click the **'First-time User'** tab and then enter your email address and click **'New password'**. A password will be sent to your email address.

If you have **forgotten your password**, enter your email address and Go 4 Schools will send you an email with a new one.

You can **change your password** by clicking '**My Settings**' on your homepage once you are logged in.

## HOMEPAGE



When you log in, you will be taken to your homepage. The icons on the top left are all links to various parts of the page and if you hover your cursor over the icons, their titles will appear. The home page has an overview section which provides details of the student's timetable for the day, attendance and behaviour data and homework tasks. You can click on any of these titles for more information or to see the full timetable.



## TIMETABLE

On the timetable page, if you want to view the **following week**, click on the right-facing arrow next to 'Current' at the top right of the table. The left-facing arrow will take you back a week.

<	Current	>
14:10 ✓	14:10 Physics 11 PhC T2	15:10 ✓



## HOMework



In this section, you can see when homework is due, when it was set, guidance time for completion and the subject and title of the homework. Clicking on a homework title will enable you to see full instructions

for a task.

### Ongoing

Depending on the nature of the homework task, items will stay on the list between 1 - 1 days.

Due	Subject	Task	Status	Grade / Mark
13 Sep 2021	Physics 11 PhC T2,11C/Ph1	06.09.21 SP6a Atomic models 11T2 Guidance time: 20 min.	No Status	n/a

## PROGRESS

The 'Progress' page shows subjects alongside the student's **target** grade. The '**Target**' grade is generated from validated data based on both national and the individual student's previous performance. Where appropriate, the column headed '**Current**' is live and changes each time an assessment is added. This means that this information is always up to date.

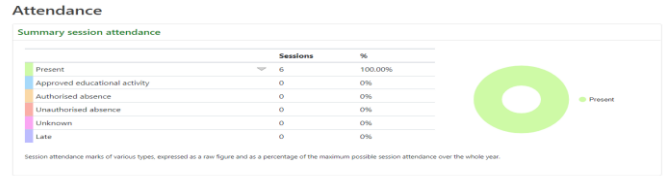
A table at the bottom of the page provides details of key grades achieved. These are typically results from externally set exams or tests.

## REPORTS

A **written report** containing teachers' comments is provided annually. Parents are notified by email when this is available. Reports can be accessed from the tab on the homepage underneath the 'Progress' tab.

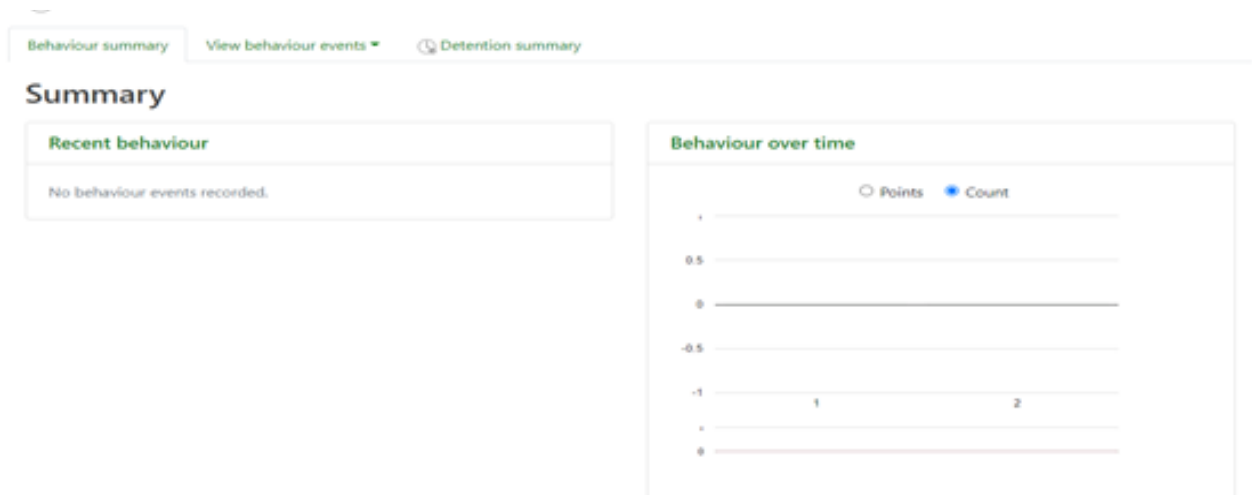
## ATTENDANCE

This box provides a summary of the student's **attendance** up to and including the previous school day.



## BEHAVIOUR

This section provides information about house points (awarded for positive behaviour) and detentions (sanctions for poor behaviour). The tabs at the top can be used to view behaviour events.



# USING GO 4 SCHOOLS MOBILE APP

## A GUIDE FOR PARENTS AND STUDENTS

### How to get the App

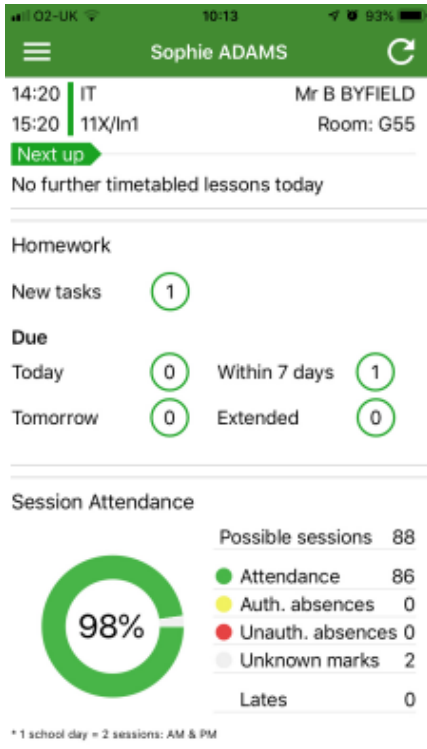
The App is completely free of charge to both parents and students, where the school has a subscription to the GO 4 Schools App module and can be downloaded from:



### How to log in to the App

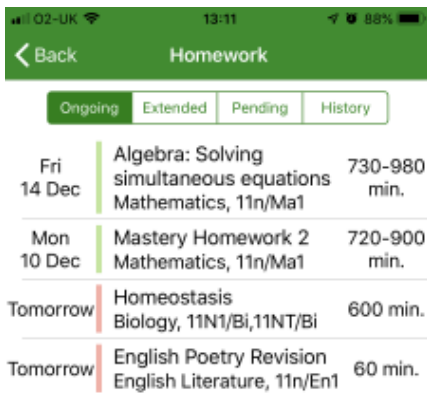


1. Tap on the App to open.
2. Type in your email address and password. *This is the same email address and password you use to log into the GO 4 Schools website.*
3. Click on "log in". *If you are a first-time user, you will need to log into the website first to receive your password.*



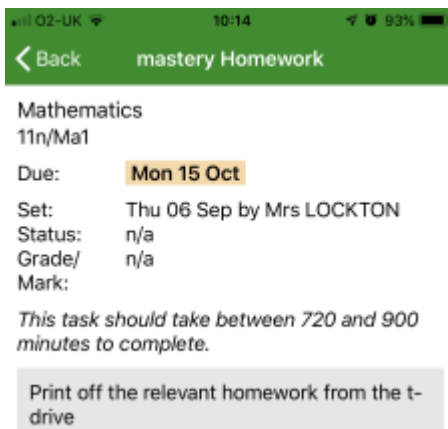
The homepage shows a student's current timetable and overview of the status of their homework. Tap on the timetable or homework to view more information.

## How to view your child's homework



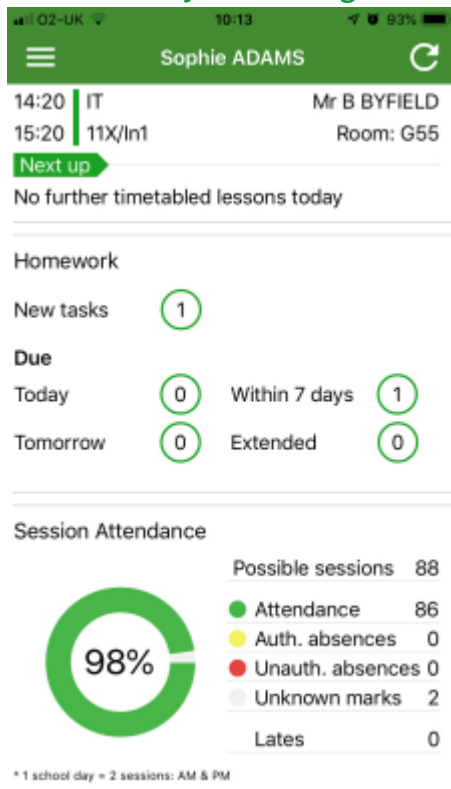
The homework card allows you to filter by ongoing, extended, pending, and homework history.

Tap on the specific homework you wish to view.

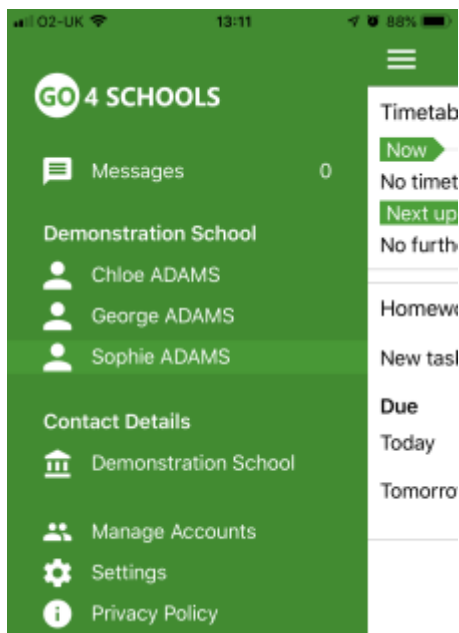


Detailed homework information is visible with attachments and weblinks. If the school tracks homework you can see when a class teacher has ticked off the completion of Homework tasks or marks if the work has been assessed.

## How to view your messages

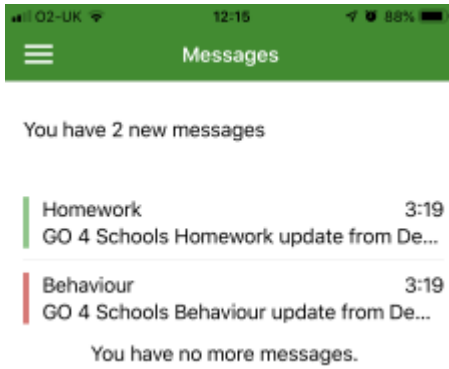


Tap on the menu in the top-left corner to access messages and settings.

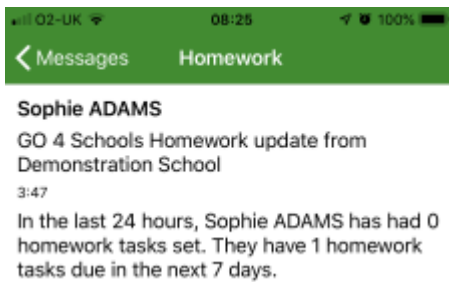


From the menu you can view messages, or swap between schools and select individual students with GO 4 Schools accounts. Your settings can also be accessed from this menu.



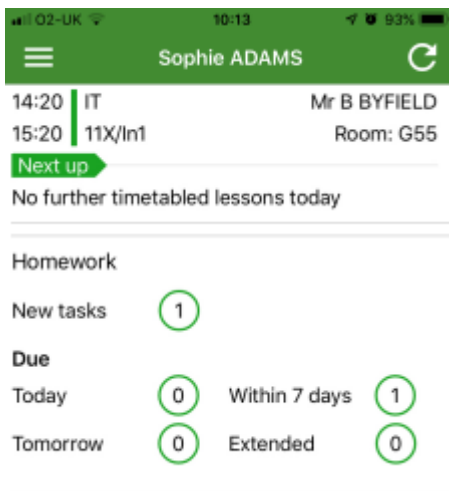


In the message inbox tap on the message for more detail. Your messages will be organised by date order and titled by areas such as Homework and Behaviour.

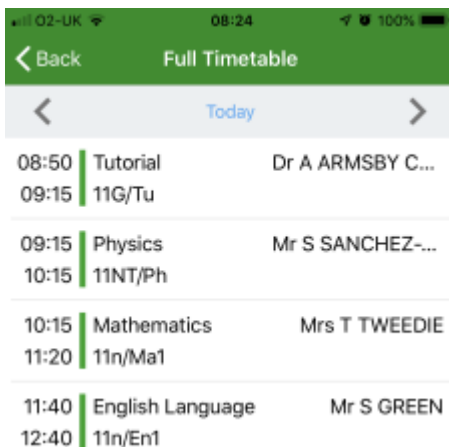


Tap back on messages and then your child's name to return to the main screen.

### How to view your child's timetable

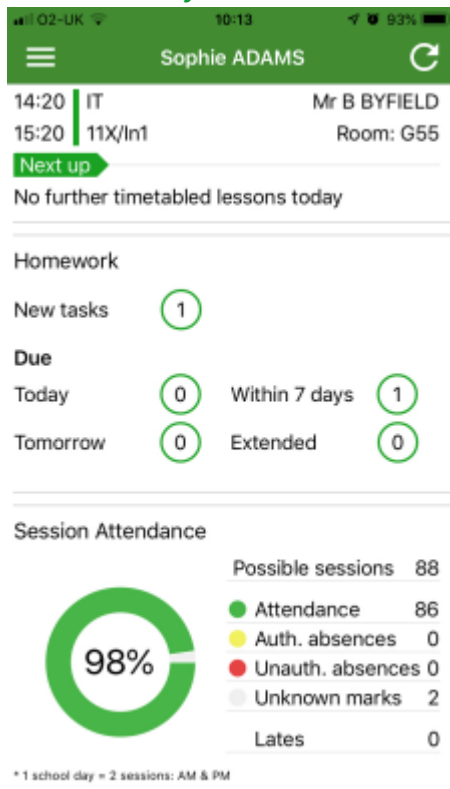


From the main screen tap on the timetable for more information.



You are then presented with today's timetable. You can tap or swipe to previous and future days at the top.

## How to view your child's attendance



The attendance information is displayed on the main App page and shows the overall percentage attendance as a chart with details for authorised and unauthorised absence including a count of late marks. Where an unknown mark is displayed this may be due to the school waiting for confirmation for the reason of the absence.

## FREQUENTLY ASKED QUESTIONS

### **1. Some of my child's progress indicators are below target, should I be concerned?**

Not necessarily as the grade may be only just below target and it is not unusual for progress indicators to fluctuate between grades. The first time this arises you may want to ask your child why they think their grade is below and what they could do to improve. You could ask them about a subject where they are on target and discuss why there is a difference. Encourage them to speak to the teacher concerned. If the grade has remained below target for two or more updates, you can contact the class teacher and ask for advice.

### **2. There is one or more progress indicators that are two or more grades below target. Should I be concerned?**

This needs to be investigated. You can contact the Head of Department or class teacher to seek clarification about why grades are so far below target. You can also contact the House Leader who will collate information and offer appropriate support.

### **3. What should I say to my child after I have read their report?**

If the majority of their subjects are on target, then do express a 'Well done!' Where the indicators suggest that they are below target, you can ask your child why they think that is. If they say that they 'don't know,' ask them to consider what they think they might be able to do to improve their performance. Encourage them to talk about that subject and explore any difficulties they have. Talking to the class teacher will give them valuable advice on how to improve.

### **4. Who do I contact if I am concerned about progress in a particular subject?**

The Head of Department or appropriate teacher will be able to talk to you about progress in their subject. You can telephone the school (01694 722209) and the member of staff will return your call. You can also email [admin@csschool.co.uk](mailto:admin@csschool.co.uk) and your message will be forwarded to the appropriate member of staff.

### **5. Who should I contact if I am concerned about progress across a range of subjects?**

The Head of Key Stage is the person to speak to. They will consult with a number of subject teachers on your behalf and report back to you with what they have found. They will monitor progress between grade updates and offer advice to the student on how to improve.

### **6. What do you mean by a 'target grade'?**

Targets are taken from progress indicators generated by the Fisher Family Trust. They compare the Key Stage 2 data of similar students nationally from previous years and the GCSE grades they went on to achieve. We select an indicator that would place your child in the top 20% of similar pupils nationally if they go on to meet their targets. Therefore, target grades are set with consideration to prior attainment (if there is no KS2 data available for a student, we devise target grades from our own tests and assessments) and we ensure that they are challenging but within reach.

### **7. What do you mean by 'attainment'?**

Attainment means the actual score/grade that a student achieves in a test or assessment. This data combines to form the student's 'Current' grade.

## **8. What do you mean by 'progress'?**

'Progress' measures your child's current attainment compared with where they should be given their prior attainment (e.g., KS2 results). For example, if a student were to achieve their target grade in a given subject, they would be making progress in-line with the top 20% of similar students nationally. Of course, nationally students with similar starting grades at KS2 go on to achieve the full range of grades for a variety of reasons. Progress is measured by calculating the difference between the attainment achieved in a test/assessment and the expected attainment of similar students nationally.

## **9. What is an 'attitude to learning'?**

'Attitude to Learning' describes a student's approach to their work in and out of school, ranging from 'outstanding' and 'good' to 'requires improvement' and 'inadequate.' A student's attitude is key to successful learning and therefore a 'good' is the minimum expected standard.

## **10. How can my child be below target but have a good or outstanding attitude to learning?**

At any time, a student may be in the process of acquiring the skills needed to achieve a particular grade as well as any associated knowledge. If at this time they are showing a positive attitude to learning and a desire to succeed, the student is showing an outstanding attitude even if they have not yet achieved their target. Attitude to learning is not linked to attainment - a student will not get 'outstanding' just because they are on target or even above target. Similarly, being below target does not mean that a student will get a poor grading for their attitude to learning.

## **11. I think my child's target is too low/high?**

The target is merely a point on a scale against which progress can be measured. It does not place a restriction on what can be achieved, and it does not mean that the indicated grade can be easily achieved. A class teacher may raise targets for a student who has met their targets easily. In KS3 we are trying to predict what grade a student is tracking towards. There are obviously many factors that can influence the outcome, so it is not unusual for the current projected grade to fluctuate during a student's time in school. It is however important to notice any trend that may begin to show in a subject, or across a range of subjects, at any point in the year. If you have any concerns about this, you should contact the relevant Head of Department or Head of Key Stage.

## Office 365

[Office 365](#) – every student at Church Stretton School has an Office365 account, which gives them an Outlook email account that will allow them to communicate with Staff and their peers. It also gives them access to the latest Office apps, like Word, Excel, PowerPoint, and Teams, plus 1 TB of cloud storage for their schoolwork. Students can install Office on their home devices free of charge, allowing them to access the Office apps even when they are offline.

**Subjects:** All subjects will make use of Office365

**Year groups:** 7 to 11

**Username:** This is your child's school email address [firstname.surname@csschool.co.uk](mailto:firstname.surname@csschool.co.uk)

**Password:** We have helped all students to set their own secure and memorable password.



[Seneca Learning](#) – is an online platform that can be thought of as an effective & engaging interactive revision guide. Summaries, notes, videos, and lots of diverse types of practice questions will all be found on the Seneca platform. The system is also completely adaptive so your child's learning experience will be tailored to suit their needs. We have signed all students up to Seneca premium, the Seneca Premium package contains additional courses and features to help your child boost their exam grades.

**Subjects:** Seneca covers all subjects

**Year groups:** 7 to 11

**Username:** This is your child's school email address [firstname.surname@csschool.co.uk](mailto:firstname.surname@csschool.co.uk)

**Password:** The first time they logon students should use **seneca2020** and we encourage them to then set their own secure and memorable password.



[ActiveLearn](#) - is a digital learning space for teachers and students, with teaching and the revision resources for students across a wide range of subjects. It creates a personalised teaching and independent learning experience both in and outside the classroom.

**Subjects:** Maths, French, Science and Spanish

**Year groups:** 7 to 11 for French and Spanish, 9 to 11 for Maths and Science

**Username:** This is your child's school email address [firstname.surname@csschool.co.uk](mailto:firstname.surname@csschool.co.uk)

**Password:** The first time they logon students should use **Stretton2022** and we encourage them to then set their own secure and memorable password.



[Kerboodle](#) - is a school subscription service with varied subjects and courses available based on the latest curriculums.

Kerboodle gives student's access to:

- **Resources** – a bank of learning resources including videos, animations, podcasts, worksheets and much more
- **Digital book** – Online and interactive version of the student books for display and annotation
- **Assessments** – Teachers can set homework through Kerboodle for students

**Subjects:** Science and Geography

**Year groups:** 7 to 9 for science, 7 to 11 for Geography

**Username:** This is your child's school network logon **firstname.surname**

**Password:** The first time they logon students should use **their username**; they will be prompted to set their own secure and memorable password.