

Dear Parents

These are the instructions to enable you to log on to the GO4S website and view your son/daughter's report:

1. www.go4schools.com
2. If this is your first visit to the site. In the **'first time user'** box enter the email address you gave the school and click **'please send me a password'**.

Welcome

Welcome to the GO 4 Schools login page for Schools.

Email address:

Password:

Remember my email address

First-time User?

If you haven't logged on to GO 4 Schools before, type your email address and click the "please send me a password" button.

Email address:

Forgotten your Password?

If you have forgotten your password, we can send a new one to your email address.

Email address:

About GO?

3. If the email address you enter is correct then you will see a green message to say a password has been sent, otherwise a red message, in which case you will have to contact the school and advise us of your new email address.
4. Once you receive your password log back in to go4s at the top just below the **'welcome'** with your email and password, take care as it is case sensitive.
5. Once in you can change the password to something more memorable and I would suggest you save the location.
6. Your son /daughter's report will be available from Wednesday 11th until Tuesday 17th, in which time it is advisable to either download and print a copy or save in a folder for future reference.
7. Please be aware there may be some gaps in the data, due to either staff or student absence. We aim to have this rectified by the next time go4s is opened in December.
8. We will be holding a session for feedback on Monday 23rd November but in the meantime if you have any queries please do not hesitate to get in touch with me at jha@cooperscoborn.co.uk and a letter with more information will follow.