

Go4Schools at Copleston



A Guide for the
Parents of Year
9, 10 and 11
Students

**Please retain this booklet for use during the
academic year 2018—2019**

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INTRODUCTION

At Copleston High School, we use Go4Schools as our online data, behaviour, attendance and reporting system. Parents who have registered their email address with us can access up-to-date information about their child's day to day performance at school by logging on to the Go4Schools website.

This guide is intended to give you all the information that you need to know about how to access Go4Schools; the information that you will find there and how to understand what the data is telling you.

Accessing data from a website is only one way of finding out information about how your child is doing, however. We always welcome contact with parents, and would encourage you to make contact with your child's Head of Year if ever you have any worries, or enquiries that you would like to make.

CONTACT INFORMATION

Main School Switchboard

01473 277240

Head of Year 9 Ms A Howard

alexhoward@copleston.suffolk.sch.uk

Head of Year 10 Mr R Terry

rterry@copleston.suffolk.sch.uk

Head of Year 11 Mr C Macartney

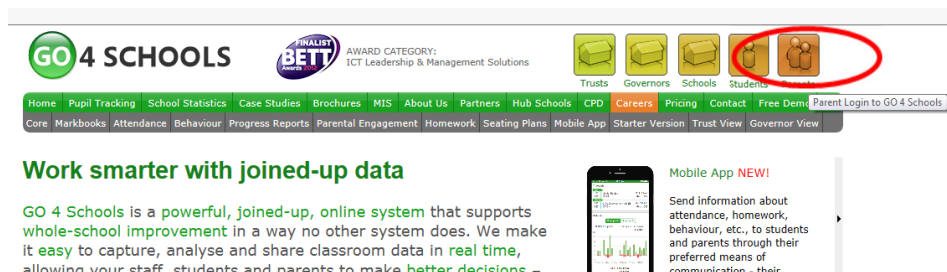
cmacartney@copleston.suffolk.sch.uk

Director of Learning Mrs A Ager

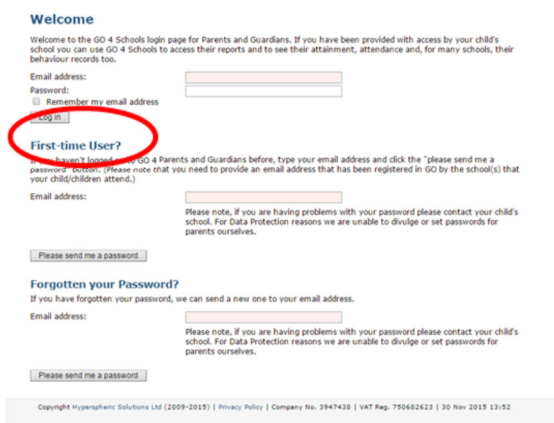
aager@copleston.suffolk.sch.uk

HOW TO ACCESS GO4SCHOOLS

- Search for Go4Schools in your web browser (e.g. Google / Firefox)
- Click “Parents” to access the parents’ section of the site:



- In the First time User box, enter the email address that you supplied to us



- Click pass- “Please send me a word”
- Enter the password that Go4Schools sends you via email, into the password box, and, as soon as you have logged in, change the password to something you can remember.
- Click the name of the child whose information you want to view.

If you encounter any difficulties with accessing Go4Schools, please contact the school so that we can try to assist. Please note that the school does not issue passwords or log ins to Go4Schools.

WHAT DOES GO4SCHOOLS TELL ME?

At a glance.

This gives you a quick overview of your child's attendance and behaviour points.

Timetable for the day.

This shows you your child's lessons for the day. Clicking "View full timetable" allows you to see the whole week's timetable. Use the arrows at the top of the full timetable to see the timetable for the following week.

Today's timetable

Fr	08:40	09:45	09:45	10:50	11:10	12:15	13:00	14:05	14:05	15:15	15:15	16:15
Tu	Food Tech.	Eng			Maths		French	Science				
Pd	10/4/Fn1	10X/En1			10X/Ma1		10/2/Fr1	10X1/Sc				
10												

[View full timetable](#)

Ongoing and recent homework tasks.

At the moment this will be blank. That does not mean your child is not getting any homework! Currently all homework is recorded by hand in the students' homework diary. Over time we are looking to move to an online homework system. When we do, this is where the details will appear.

Detailed Progress.

This shows you the results of assessments completed by your child throughout the year. Students should complete one formal assessment in each subject each term. There may also be individual teacher based judgements of your child's progress recorded here. The results from the teacher judgements and the formal tests will be aggregated to give an overall current grade for that subject. The results of other assessments will be recorded in exercise books.

WHAT DOES GO4SCHOOLS TELL ME?

Detailed progress

Subject	Year 7 Baseline	Target	Current	Breakdown
D & T Mr D Pheasant	4b	5	4	Year 10 5 Mock 3
Eng Mrs L Bastable-Aradia	4a	6	4	Component 2 Reading 4 Component 1 - Component 2 Writing 3
Eng Lit Mrs L Bastable-Aradia	4b	6	2	Component 2 A Christmas Carol 2 Component 1 Romeo and Juliet/ Anthology poetry 3
Geography Mr S Harrington	4b	5	4	Y10 standardised Assessments 3 Teacher Assessments (Informal) 5 Y9 Assessment 1: Globalisation 2 Y9 Assessment 2: Development 2 Y9 Assessment 3: Weather 4 Y9 Assessment 4: DMF

Often, different units of work within the same subject assess different skills, we would not necessarily expect a continuous improvement in the student’s result. For example, a student might be much stronger at practical skills than written ones, and will therefore perform more strongly when practical skills are the focus for assessment. The “Current Grade” calculated takes into consideration the different levels achieved, and generates an average result for the subject. This can therefore fluctuate throughout the year.

Assessments which have not been completed DO NOT affect the calculation of the current grade. However, if your child has been absent from school, we would expect him/her to complete any missed assessments on his/her return. This is to ensure that we have as full a record as possible of your child’s achievements.

WHAT DOES GO4SCHOOLS TELL ME?

Attendance: This shows you, in the form of a pie chart, your child's attendance for the year so far. More details are given in the table to the left. If you have any queries about any aspects of your child's attendance, please contact the Attendance Office direct, via the main school phone number given at the beginning of this guide.

Attendance

[View detailed attendance record, record attendance](#)



* Parents and students will see "Unknown marks" rather than "Missing marks".

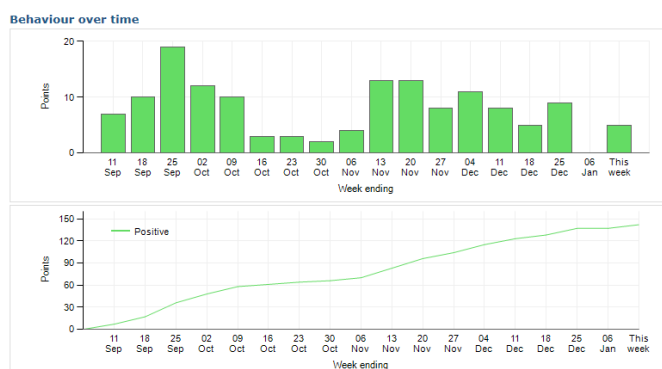
Behaviour: This shows you the most recently logged behaviour events, both positive and negative, for your child. Members of staff will contact you to discuss your child's behaviour if it is a real cause for concern.

Most recent events

All events in 2017, Sep 2016, Oct 2016, Nov 2016, Dec 2016, Jan 2017

When	Event
Wed, 11 Jan	Excellent Class Work Year 8, Spanish, Room: A21
Tue, 10 Jan	Logbook Present/Signed Year 8, Tutor Pd, 8CG/Tp
Tue, 10 Jan	Excellent Group Work Year 8, Perf. Arts, 8X/Pa1
Tue, 20 Dec	Logbook Present/Signed Year 8, Tutor Pd, 8CG/Tp
Tue, 20 Dec	Postcard Sent Home Year 8, Registration, 8CG

Behaviour trend is also shown in bar chart form, to show you how your child's behaviour has changed over the year.



WHAT DOES GO4SCHOOLS TELL ME?

Reports Section This is a very important section as it shows your child's school reports. You can view the report by clicking on the blue "view report" link.

Progress and reports

Subject	17 Nov 2016	Current
Eng	7	7
Food Tech.	6-	6
French	3	3
History	6	5
Maths	6	7
P E - Exam	5	6
Science	6	6
Sociology	E	E
Attendance	98.92%	99.42%
	View report	

When you click this link the report will open automatically in a new tab in your browser. If you want to print the report, then click "view as PDF" at the top of the report page.

Return to what you were doing [view report as PDF](#)

This is your child's first Coppleston School Report. It gives a snapshot of how well your child is performing in lessons. If you have any queries or concerns about the content of this report, please contact Miss Bradshaw, Head of Year 7.

When reports are issued, you will be informed via an email directly from Go4Schools, and also in a letter sent by the school ParentMail system. To access your report, click "View Report"

Reports are issued biannually.

Other reports from previous years will always be accessible to you via Go4Schools.

CONTENT OF REPORTS

Target: this is your child's target *for the end of the key stage i.e. end of year 11*. Targets may change depending upon National results and the subsequent raising of expectations based on these.

Progress towards target: in year 9 this indicates how well your child has started their GCSE courses and how they are progressing towards the end of Key Stage target:

<i><u>Exceptional</u> Student is likely to achieve well above target grade or is making exceptional progress from their starting point in this subject.</i>

<i><u>Strong</u> Student is likely to achieve above target grade or is making strong progress from their starting point in this subject.</i>
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<i><u>Good</u> Student is likely to achieve target grade or is making good progress from their starting point in this subject.</i>
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<i><u>Limited</u> Student is likely to achieve below target grade and is making limited progress from their starting point in this subject.</i>

<i><u>Very Limited</u> Student is likely to achieve well below target grade and is making very limited progress from their starting point in this subject.</i>
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Estimated End of Course Grade (Year 10 and 11): this is your child's teacher's professional judgement about the grade your child is likely to achieve, assuming current work patterns and attainment continue.

Learning Profile Summary: this describes your child's learning behaviour, and other aspects of their approach in the classroom. A full set of Learning Profile descriptors is provided on page 9.

Classwork / Homework : these summarise the quality of your child's classwork / homework on a scale from Excellent to Weak. Where none or little has been completed, this will be recorded on the report.

Action Target: these indicate what your child needs to be doing better in order to make more rapid or sustained progress in each lesson. Further specific advice can be found in your child's exercise books.

Positives: these indicate some of your child's strengths as a learner, and as an individual.

GCSE Grades, Progress 8, and Target Setting

Nationally, there has been a transition from alphabetic GCSE grades (A*-U), to numeric GCSE grades (9-1), as well as BTEC grades.

The current benchmark for expected achievement set by the Government is Grade 5. This is equivalent to the old Grade C/ B borderline. The scale below shows how alphabetic (old) and numeric (new) GCSE grades relate to each other.

We set targets based on what the National Expectation is for

Old GCSE	A*	A	B	C	D	E	F	G	U	
New GCSE	9	8	7	6	5	4	3	2	1	U

your child, depending upon his or her Key Stage 2 start point. Targets for some students and in some subjects are likely to be revised upwards at the beginning of years 10 and 11, since it is expected that achievement nationally will rise, year on year. Targets in some subjects will also be higher than in others to reflect the perceived difficulty of these subjects compared to others (e.g. English target grades will be higher than Maths ones).

LEARNING PROFILE DESCRIPTORS

1	I am an independent determined learner. I have the confidence and curiosity to raise questions that help me to move my learning forward. I enjoy being challenged to go into more depth, and “stick at it” when learning gets harder. I am very focused in lessons and actively show that I want to learn. I respect staff, other students and the learning environment. I am polite and follow all instruction promptly. I am always on time to my lessons.
2	I want to achieve well and am a keen learner . I show good commitment to learning most of the time. I am developing a range of skills to help me learn, and am quite good at “sticking at it” when learning gets harder. I am focused in lessons and actively show that I want to learn. I respect staff, other students and the learning environment. I am polite and follow all instruction promptly. I am usually on time to my lessons.
3	I am quite interested in learning and show commitment most of the time. I show some initiative by asking for help when I need it . I am beginning to develop a range of skills to help my learning. I sometimes find it hard to “stick at it” when learning gets harder. I mostly respect staff, other students and the learning environment. I am mostly polite and usually follow all instruction promptly. I am mostly on time to my lessons.
4	My commitment to learning is inconsistent so I need the teacher’s guidance quite a lot. I need to increase my motivation to learn, and think about how to learn more effectively. I am not very well organised and I can find it difficult to maintain focus in lessons. I am sometimes disruptive and I am not always respectful of staff, other students and the learning environment. I am not always polite and sometimes don’t follow instructions. I am mostly on time to my lessons.
5	I don’t seem very interested in learning . My lack of commitment stops me and others from learning because I am at times disruptive. I find it difficult to pay attention in class and need a lot of teacher support . I don’t always respect staff, other students and the learning environment. I am often not polite and often don’t follow instructions. I am not always on time to my lessons.
6	I don’t seem to want to learn . I stop other people learning because I am often disruptive. I do not make any effort to get help. I am unable to maintain focus in lessons. I do not look after my work or hand it in on time. I don’t show respect for staff, other students and the learning environment. I am not able to be polite and I do not follow instructions. I am often late for my lessons.

FAQs

How do I know how my child is doing?

The benchmark level of achievement at GCSE is now Grade 5. Looking at your son's target level for each subject will give you an indication of how well he could do. A pupil with a target grade of 7 or 8 is clearly very able! The estimated End of Course Grade will give you an indication of what your son's teachers think he should achieve, assuming his current attitude and commitment to work continues. If you need further information about your child's progress in a specific subject, you are welcome to make contact with his teachers.

On Go4Schools it suggests that my child is underachieving. What should I do?

In our assessment scheme, students are given multiple opportunities to demonstrate what they know, understand and can do, so assessment results, and therefore the current grade shown, should change as the year progresses. It is possible that the current grade will fluctuate as students display different strengths in different assessments. If your child is underachieving, this will have been picked up by teachers, and interventions should be in place to support them. However, if you are concerned, please contact the school. Action targets specified on your child's report and in your child's exercise books will give you guidance on what your child needs to do to make more rapid progress, and what you may be able to do at home to support them.

My child got a 5 at Key Stage 2, and four years later they are still a grade 5! Why haven't they made any progress?

Level 5 at Key Stage 2 is not the equivalent of a 5 at Key Stage 4! The work they will be doing will be far more challenging and demanding at Key Stage 4. However, if you are concerned, please contact your child's teacher for more information.

FAQs

My child is very able. Why is his target Grade 8 and not Grade 9? Surely he should be aiming for the highest he can get?

We do not set Grade 9 as a target even for the most able. This is because a grade 9 is awarded to only a very small percentage of the total number of students who achieve grade 8. Since the awarding of a Grade 9 is essentially a mathematical calculation applied after results have been decided, it is unrealistic to expect students to aim for this standard.

How can I help my child at home?

There are lots of ways you can help.

Firstly, make sure that your child has all the necessary books and equipment for the day ahead. Check his/her timetable on Go4Schools. Check his or her logbook too: ingredients for Food Technology and details of homework deadlines will be in there! Encourage your child to go over their school work to ensure that they understand what they have been learning. Check what they have done, and encourage them to present work neatly and with pride.

Try to provide a place where your child can work undisturbed, and where they can keep exercise books, text books and revision guides. They will have valuable notes in their exercise books, so old ones should be stored safely for future use. If possible, provide them with the revision materials and guides recommended by the school, and encourage them to attend after school sessions whenever these are offered. Ensure that homework is being done properly, and without the distraction of TV/laptop and phone.

Keep tabs on Go4Schools, as this can give you a much clearer picture of what is happening at school—we all know how teenagers like to keep home and school separate!

FAQs

How can I help my child at home? (Cont'd)

Come to Parents' Evenings. These are a valuable opportunity to talk to your child's teachers and get some detailed feedback about how he or she is doing.

Finally, let us know as soon as possible if your child has any worries or problems that we may not be aware of. Copleston is a very supportive school, and we are keen to help ensure that every child feels safe and supported, and that they are all able to work to their full potential

I can't access Go4Schools. How can I get access to it?

If you have not provided us with your email address, or you have changed your email address, please complete the form at the back of this booklet and return it to the Main School Office. As soon as your email address has been updated, you will be able to log in as described at the beginning of this booklet. Although we try to process information promptly this may take a day or two.

If you do not have access to the internet, you can request a paper copy of your child's report. Please fill in the request form below, and return it to the Main School Office. Please note that printed reports can only be printed after the date of publication, so you may not receive your report for a few days after the report letter is sent out.

REQUEST PAPER REPORT

Name of child:

Form:

Please supply a paper copy of my child's reports for the academic year 2018-2019

Signed:

Parent/Carer

Date:

GO 4 SCHOOLS ACCESS INFORMATION

Name(s) of Child(ren) for whom you have parental responsibility	Year/Form Group

Details of Parents/Carers with parental responsibility

FULL FORENAME	SURNAME	RELATIONSHIP TO STUDENT	HOME ADDRESS	PRIMARY EMAIL ADDRESS
<i>e.g. Margaret</i>	<i>e.g. Bloggs</i>	<i>e.g. Mother</i>		

Signature of Parent/Carer: _____

Date: _____