



Access to Go4Schools – Letter 1 of 2

As you may be aware, we use a web-based software package called Go4Schools to record pupil attendance, behaviour, attainment and to produce reports.

Parents are able to have access to their child's area on Go4Schools, via an email address that you provide and a password that you will choose in due course. This will enable you to keep a regular and close eye on various aspects of your child's education at Thomas Adams – you will be able to log in as often as you wish. You will also receive direct email notifications from us when, for example, reports can be accessed, together with a weekly update on behaviour.

We first need to ensure that we have up-to-date email addresses for all parents/carers. Please note that only those who have parental responsibility may have access to Go4Schools. Please complete the reply slip overleaf and return it to school as soon as possible, marked for the attention of Mrs B Howells. In the situation where a child has two parents living apart, both with parental responsibility, then if we have details of a second postal address on file, we will automatically send a copy of this letter to this address for the second parent to complete.

If you have more than one child who has recently started at Thomas Adams School/Adams College, please complete a reply slip **for each child**.

The accompanying letter explains how to access Go4Schools. Please wait one week from returning the reply slip overleaf, before attempting to login. This should allow us sufficient time to ensure everything is ready.

Yours faithfully

Mr S Radford
Assistant Headteacher



Reply slip – please return to Mrs B Howells as soon as possible

Child's name: _____ Form: _____
(please PRINT)

Name of parent/s who will have access to Go4Schools and his/her email address/es:

1) Print name: _____ Email address: _____

I confirm that I have parental responsibility for the above named child.

Signed: _____

IMPORTANT: If you are the **only** parent who has parental responsibility for the above named child, please tick in this box: Do **not** tick if there is another person who has parental responsibility, either listed below or living elsewhere.

2) Print name: _____ Email address: _____

I confirm that I also have parental responsibility for the above named child.

Signed: _____

Please check that the email address/es has/have been written very carefully, especially with regard to any punctuation etc. If we currently hold an email address for you on file and it is different to the one provided above, then we will automatically remove the previous email address and replace with the one on this sheet.