



Seahaven Academy

The best in everyone™

Part of United Learning

MAN

21st October 2019

Dear Parent/Carer

GO 4 Schools Online Schools Communication System

Having reviewed our current practices for communication with home, we are pleased to make you aware of a number of changes we have made to ensure that it is as effective as possible. We know that communication with home is crucial in ensuring students are able to make excellent progress.

Go 4 Schools is a web based programme that the school uses to share key information with parents/carers. The programme contains information linked to attendance, attainment, behaviour, rewards and timetables. We also use the programme to publish school progress reports. The programme allows parents/carers to keep up to date with the progress of their son/daughter whilst at school.

Parents/carers have individual access to the programme through the website www.go4schools.com/parents/Login or by use of the App that is available to download via apple or android. When logging into the system for the first time, parents/carers will be asked to enter their email address and this will generate a password. It is important that parents/carers use the email address held on the school records. Failure to do this will result in the password not being sent and delay access to the use of the programme.

Parents/carers having logged onto the programme will be able to see the following information:

Attendance: Current attendance percentage for the academic year including number of authorised absences, unauthorised absences and late marks.

Attainment: Current attainment based upon the previous assessment point and target grades for the academic year. (Key Stage 4 data available, Key Stage 3 data to be included after first assessment point January 2020).

Behaviour and Rewards: Positive and negative points and events awarded over the previous day, week and academic year including which subject has awarded the points.

Timetables: Lesson times, subjects, rooming and subject teacher.

In addition to the above information, the programme has a **message facility** that will allow us to notify parents/carers of any catch up sessions or detentions that need to be attended. Catch up sessions are used to support students who have been unable to complete independent study tasks set by subjects. We are aware that a lack of information regarding attendance at catch up sessions is a source of frustration for a number of parents/ carers. From the start of Term 2 the notification facility will be the main method we use to inform parents/carers regarding catch up sessions that need to be attended. We are hopeful that the level of communication will be improved through the use of this facility and therefore reduce the need for further contact with the school to check messages.



Principal Sarah Pringle

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The first step for all parents/carers to complete is to access Go 4 Schools and create a log in and password. Should you be unable to access the programme, please contact the school office who will be able to confirm the email address held on the school system.

Over the coming weeks we will provide a series of user guides that will help parents/carers make the most effective use of the programme and therefore allow you to better support your son/daughter.

Should you have any further information regarding the use of Go 4 Schools please do not hesitate to contact me via email reevem@seahavenacademy.org.uk

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mark Newnham Reeve', with a stylized flourish at the end.

Mark Newnham Reeve
Deputy Headteacher

Parental Guide to Behaviour on Go 4 Schools

We record a number of behavioural events on Go 4 Schools. These events are divided into three categories: positive, negative and neutral. The positive and negative events contribute to the student's overall net behaviour score whilst the neutral events do not and are related to sharing information linked to the student. A summary of some of the key behavioural events that will be displayed on the student's profile are shown below:

Positive Events

Event Name	Description	Point Weighting
Positive working and compliance with expectations	Working well in lesson, contributing well to class discussion, producing high quality work in a single lesson.	2
Homework Complete	Successful completion and submission of homework by the deadline date.	2
Sustained class or homework or contribution to school	High quality work produced over time (two / three weeks) either in school or at home. Contribution to supporting the school community such as showing a visitor around the school.	5
Outstanding class or homework or contribution to school.	High quality work produced over an extended period of time (school term) either in school or at home. Strong performance in an end of term assessment. Contributing to whole school events such as open evening or school performances.	10

Negative Events

Event Name	Description	Point Weighting
Warning	Disrupting the learning of others in class or significantly late to lesson.	-2
Non return of equipment	Failure to return equipment borrowed following roll call at the end of the school day.	-2
Incomplete Homework	Homework not completed or not submitted by the deadline date.	-2
APSC Internal Exclusion	Removal from timetabled lessons to work in the pastoral room following a second incident of disrupting the learning of others. Referral for APSC could be made for other incidents of negative behaviour such as truancy from lessons. Parent / Carer phone call to be made.	-5

Phone Infringement	Mobile phone seen or heard in school. Mobile phone to be given to member of staff and stored at the main school office. Parent / Carer phone call to be made in order to collect.	-5
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Neutral Events

Event Name	Description
Attendance	Phone call home or meeting regarding an issue linked to the attendance of a student.
Communication	Any written form of communication made between the school and home.
Corridor Card Lost	Replacement of corridor card provided by the tutor.
Medical Appointment	Any form of medical appointment attended during the school day.
Phone Call	A phone call made by the school to a parent / carer or by a parent / carer to the school.
Professional Meeting	A meeting that takes place at school or during school with any outside agency.
Welfare	Any interaction between the office team and student linked to medical, injury or illness. Administering of medication. Parents / carers will be contacted if the severity of the injury / illness requires.

Behavioural events are recorded throughout the school day and parents/carers will be contacted accordingly by the most appropriate member of staff. Should you have any questions associated with a specific behavioural event, please discuss with your son/daughter in the first instance. Should further information be required please contact the school and speak to your son/daughters pastoral lead.