

Data managers:

End of Academic Year

This course covers the essentials for your end of year routines in GO 4 Schools to ensure you are set up ready for exam results analysis.



COURSE DETAILS

If you are in your first academic year of using GO 4 Schools as a **School manager** or just need a refresh, this course is ideal to ensure you are equipped with the skills and understanding of the processes for a smooth transition at the end of the academic year. Better quality data and set up for more accurate analysis of your school performance.

Key aspects covered:

- Preparing for exam analysis
- Results day
- Uploading exam results
- Checking subjects and qualifications
- Locked subjects and group management tool
- Student attributes and focus groups for data analysis
- Creating and using snapshots
- Ensuring focus groups reflect school requirements for analysing results

As part of the Data Manager training we offer each delegate a one to one call with the trainer if they would like to follow up on their school set-up in light of what has been covered in the training. This will typically be for 30 to 40 minutes on the same day or very shortly afterwards.

DATES AND TIMES

- **17-18 June 2026** **10.00 – 12.00 [2 x 2 hours online training sessions]**

COSTS AND BOOKING DETAILS

First delegate: £180; Second delegate: £150. All prices are subject to VAT.

This course is not included in any offers.

Places are limited to a maximum of two delegates per school. Please complete the booking form to secure your place.

Email: events@go4schools.com or Tel: **01223 967556**

If you need to change your booking, please refer to our cancellation policy, details on our booking form.

GO 4 SCHOOLS TRAINING EVENTS

Our training events are developed with the ethos of 'Working together' — sharing knowledge and confidence in school data to ensure a 'best practice' approach and maximum value.

Current training offers include:

- End and start of academic year set up for Data managers
- Induction for new Data managers or those new to managing GO 4 Schools.
- Set up and use of markbooks
- Analysing data for Data manager, senior leadership and data teams
- Effective use of Behaviour and attendance modules
- Post-16 data analysis

See our website for more details: [Engage - GO 4 Schools](#)

Maximise your training:

All courses will be delivered using Microsoft Teams, we recommend that you use the App to access the training as the online version has some reduced functionality that may hinder the visibility of some aspects of the training session.

All delegates will require at least a laptop with a microphone and camera, if possible we suggest access to two screens so you can follow the training and also access GO 4 Schools during the training.

The course is also available to book exclusively for your school and is suitable for all levels of leadership.

Delegates will need to have **School Manager** access in your GO 4 Schools system.



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