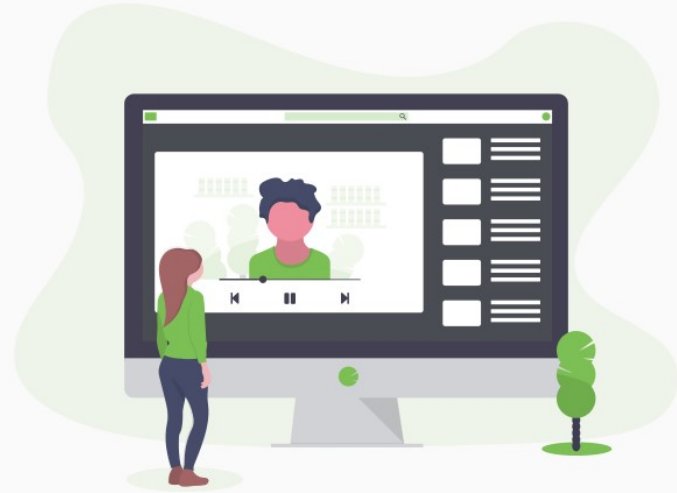# New Data Manager

A course for Data managers who are new to the role of working in schools with no prior experience of educational data.

We will take you through education based terminologies and processes, building on this to develop your skills in using GO 4 Schools proactively in your role to support the school and staff.

COURSE DETAILS

The course aims to start with the basics to quickly develop your understanding of systems and access to DfE data to ensure you are equipped with the knowledge required for a data administration role in schools. Developing your skills and understanding to effectively manage the set up of GO 4 Schools.

Key aspects covered:

- Sources of data   (where to look outside of GO 4 Schools for data and info)
- Key performance measures at KS4 used by the DFE (A8, P8, Ebacc)
- KS2 data used in secondary schools
- Subjects and Qualifications (QAN codes and grading schemes)
- Grade types in GO 4 Schools (target and progress grades)
- Uploading targets
- School grading schemes
- Introduction to markbooks (MBs are covered in detail in another course)
- Reports and snapshots
- Introduction to using explorers
- Introduction to student attributes

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

- **10-12 September 2024**   **10.00—12.30 [3 x 2.5 hours online training sessions]**
- **13-15 May 2025**   **10.00—12.30 [3 x 2.5 hours online training sessions]**

A certificate will be issued for the completion of this course by the [CPD Certification Service](#)

Do more with GO 4 Schools—Save time—Save money—Reduce logins

COSTS AND BOOKING DETAILS

£300 for the first delegate & £250 for the second delegate. All prices are subject to VAT.

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

This course is also included in our course bundle offers:

New Data Manager bundle 1 includes New Data Manager—New to role or New to GO– Introduction to GO4Schools and Combined Start & End of academic year process. Bundle price £525.

New Data Manager bundle 2 includes Data Manager—New to role or Data Manager Introduction to GO & Markbooks & Data Manager Analysing Data. Bundle price £600.   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 - CPD - 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.

Microsoft Teams

Follow us @GO4SchoolsHSL   Facebook.com/triangulatedata - Data Managers | Senior Leaders groups

Reduce workload and improve student outcomes