How to reset your password in Go 4 Schools (Students)

1. Go to www.go4schools.com

2. Select the 'Students' icon as shown below: (it is important they select the Students icon)

3. Select the first-time user link, this will then ask for the student email address. As shown below. This will email the student with a password reset link. Student email addresses are in the following format 19jobloggs@northoxfordshire-academy.org (year of entry, followed by first 2 characters of forename, then their surname. Click the forgotten password button once you have entered your email address.

4. Sign in to your school email account by visiting - https://outlook.office365.com

5. Look for the email you should have received from go4schools (as shown below) and click the email to view it.
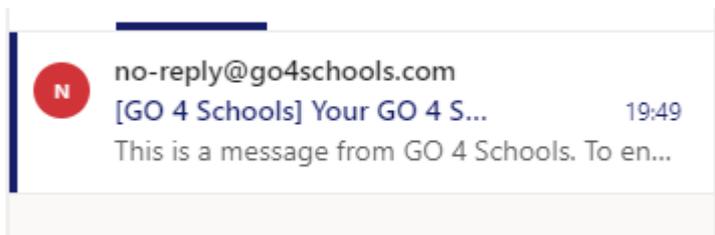
6. Look for the link address you need to copy, and highlight the link as shown below

Dear █████████,

This email is to let you know that someone, probably you, recently asked us to reset the password on the GO 4 Schools account

In order to reset your password, please follow the link below:
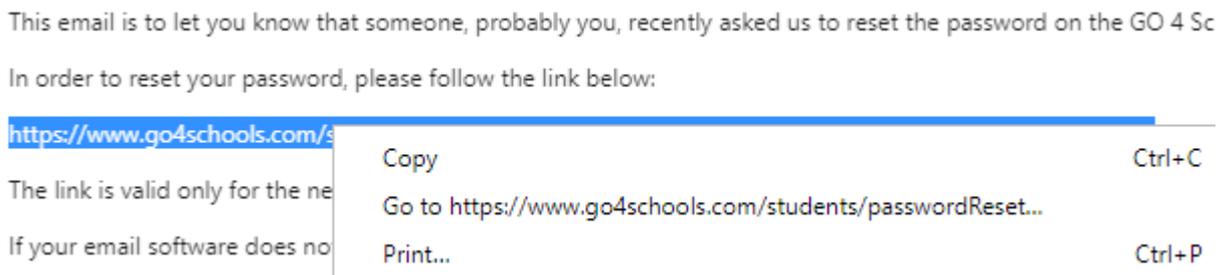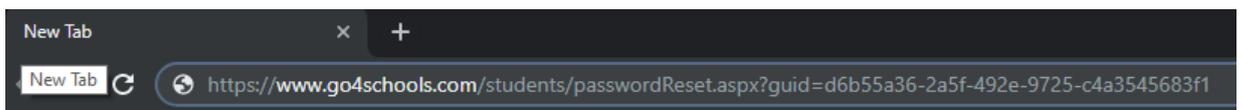
https://www.go4schools.com/students/passwordReset.aspx?guid=d6b55a36-2a5f-492e-9725-c4a3545683f1

The link is valid only for the next 1 hour.

7. Once the link is highlighted, click the right button on your mouse over the highlighted area and select copy, or if available, click the go to option. (Skip step 8 if you have the go to option available)

This email is to let you know that someone, probably you, recently asked us to reset the password on the GO 4 Sc

In order to reset your password, please follow the link below:

https://www.go4schools.com/s		
The link is valid only for the ne	Copy	Ctrl+C
	Go to https://www.go4schools.com/students/passwordReset...	
If your email software does no	Print...	Ctrl+P

8. Paste the link you have just copied in to the browser (paste using ctrl+v or right click and select paste) as shown below and hit enter

New Tab

https://www.go4schools.com/students/passwordReset.aspx?guid=d6b55a36-2a5f-492e-9725-c4a3545683f1

9. You will then see the below screen, enter your password twice, then tick the select the agree and continue – then click the Agree and continue button.
*Password needs to be 8 characters long, contain 1 upper case letter, 1 lower case, 1 numeric and 1 special character. We normally advise students to use their school computer login password and adding a special character to it.

Password reset

Change your password

Update your password in the boxes below and click the "Change" button.

New password to use to login:

Confirm new password:

Password must:

- Be at least 8 characters long
- Have not been previously used on GO 4 Schools
- Contain the following:
    - At least 1 upper case character (from A-Z)
    - At least 1 lower case character (from a-z)
    - At least 1 numerical character (from 0-9)
    - At least 1 special character (from @ # $, % ^ & *)

☐ By clicking "Agree and continue" I hereby agree to the GO 4 Schools Privacy Policy.

Agree and continue

10. You should now be able to successfully login to Go4Schools with the password you have just set, and using your school email address as the login name.
11. Should you have any difficulties logging in to Go4Schools please see IT Support in school.