



STARS Modern Thinking For Education

Dear IT Co-ordinator,

Release 5.3 for STARS is now available for download. If you have upgraded to Release 2.5 (shipped to you on CD) then this latest release can be downloaded via the Internet. Select “Maintenance→Software Upgrade→Live Update”. This will install R5.3 directly onto your STARS server. Centrally hosted customers using the online version of STARS will already be at the latest release and do not need to upgrade.

Schools not currently on the centrally hosted version can upgrade at considerable discounts, please contact support@fourform.com or telephone 0845 8386860 if you would like more information on this option. See the end of this document for more details.

Hurry Up, I've A Class To Teach!

In brief, R5.3 installs the “Protecting Children Information” module and addresses issues where additional information messages were not displayed when the mouse was hovered over icons and links:

- PCI module (also known as “Safeguarding Children”)
 - Central location for all PCI details for staff at your school
 - Add, update, delete & show details for all staff
 - Produce PCI reports

Also included in this release:

- Minor enhancements/bug fixes.

OK, I've got a digestive biscuit and tea so give me the details!

All schools are required to record information on the checks made to confirm staff details when they are employed. The PCI section of STARS lets you keep all of this information in one place so that it is easily accessible for review and update. Although this is not part of pupil assessment, the information may be needed during inspections and so becomes an important part of your assessment process.

For more information, see the ‘Every Child Matters’ section of the DCFS website here: <http://www.dcsf.gov.uk/>



Protecting Children Information

This is a new module that allows you to record all of the PCI details for staff at your school. Access is via the “Maintenance→Protecting Children Info” menu option. Only “Admin” role users have access to this module.

A quick “How Do I ...?” guide is available from the “Help→How Do I ...?” menu option that describes how the PCI module works. A full “How Do I ...?” guide is also available from the “Help→How Do I ...?” menu option that guides you through every function of the PCI module with screen images and in-depth instructions.

General Enhancements & Bug Fixes

We’ve fixed a number of messages that weren’t being displayed when the mouse was hovered over icons or links. These message provide additional information and now display correctly.



I want more! What will I be seeing next?

If you have something you'd like to see added to STARS then send an email or contact the helpdesk.

If you visit the [resources](#) section of our website you can sign up to be kept informed of new developments and important information about STARS. It's free and you can unsubscribe at any time.

Can I get Something For Nothing?

We're glad you asked that! If you are not using the online STARS system then you can swap to the system free of charge for up to four months and then take advantage of considerable discounts on the yearly subscription!

STARS is an online system that can be accessed from anywhere that has an Internet connected PC – at school, home, meetings or anywhere else that you need access to your pupil information.

Some of the benefits of the online version are shown below:

- Always on the latest release of the system
- Automatic backups taken daily
- Upgrades automatically installed
- Access from anywhere that can connect to the Internet
- Multiple user accounts
- No server configuration required
- No PC configuration required
- Secure (HTTPS Certificate) encrypted access
- 24x7 access *

* The server is occasionally down for maintenance or upgrades. This is always outside of 8am-6pm unless for critical fixes.

Contact the helpdesk for more information on how you can upgrade.

Anything Else For Free?

Of course! If you need an in-school staff training session or just someone to visit to help you make the most of STARS then give the helpdesk a ring. Training sessions and on-site visits can be booked free of charge on 0845 8386860 or via support@fourform.com.



Additional Resources

We place all of the documentation, user guides, release notes and a summary of any outstanding issues on the FourForm website www.fourform.com. You can check on the status of logged calls on the [support](#) page or, if you need information on STARS, take a look at the [resources](#) section of our website. You can also email the Help Desk via support@fourform.com or telephone us on **0845 8386860** (this is a local rate number from wherever you are in the country).

Note, the slightly dull yet important small print: To log a call with the Help Desk or use any of the on-line functions within STARS you will need to have an Annual Maintenance & Support Agreement in place and have your customer number or school name to hand when you call/email. If your Support Agreement has expired and you would like to renew it (in order to use the online functions provided by STARS or to log support calls) then please email or ring the Help Desk, details are shown above.

Finally, should you have any other queries or concerns please do not hesitate to contact me.



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