



All Saints Catholic College

SIMS Parent App Booklet

Version 2, September 2021

The SIMS logo is in a white box on the left, with the tagline 'helping schools inspire' in a script font. To the right, a hand holds a smartphone displaying the app's dashboard. The dashboard shows 'Attendance' with a '98%' score, 'Assessment' with a line graph, and 'Reports' with a document icon. Below the phone are two buttons: 'GET IT ON Google Play' and 'Download on the App Store'.

SIMS helping schools inspire

The new **SIMS Parent APP** enables you to access real time information:

- Achievement
- Homework
- Attendance
- Update Data Information
- Access School Diary

GET IT ON **Google Play**

Download on the **App Store**

Getting Started

Step 1 – Invite email

You will receive an invite email from noreply@sims.co.uk which contains an invitation link with a unique invitation code (included in the email). This is a series of numbers and letters which have been attached to your account in order to allow you to activate your account. Please add noreply@sims.co.uk to your address book to ensure that emails are not sent to your junk folder.

If you have not received your invitation email, please check your inbox and junk/spam folder for this email.

Steps 2 – Activating your account

Open the email and click the link or the website URL as instructed. A new internet browser window will open and you will be asked to log in.

The **Activate Your Account** screen is displayed. The **Invitation Code** field is already filled with the unique code from your email. You can either register with your email address or with an external account like Google or Apple ID.

Activate Your Account

So that we can confirm your identity, please
enter your email address and personal
invitation code.

Username

Invitation Code

Next

Alternatively you may complete the
registration using an External
Account.

Register with an External Account

1. Registering with your email:

- Enter your email address as Username and click the **Next** button.
- At the **Account Registration** screen, answer the security question and click the **Next** button (This is for security purposes only. This information will not be used in the SIMS Online Services system).

Account Registration

So that we can confirm your identity, please
answer your security question below.

What is the date of birth of one of your
children at the school?

Next

Create a Strong Password

- At least one capital letter ✓
- At least one number ✓
- At least one special character ✓
- At least 8 characters ✓

Password

Confirm Password

Show Password

Next

Account Registration

Your account has been successfully created. Please read the email we have sent to your email address and follow the instructions to validate your account.

Remember to check in your SPAM folder

Dear Adele Abimbola,

Please click the link below to verify your email address and log in to your SIMS ID account.

Verify My Email

Account Registration

We have validated your email address, thank you.

Sign In

Register your account for SIMS products

Username

AdeleAbimbola@myexampledomain.co.uk

Password

••••••••

Show Password

[Forgot Password?](#)

Sign in

OR



- The first time you use your SIMS ID account, you will be prompted to **Set Security Questions**. Answer all three security questions, then click **the Save and Continue** button to launch your SIMS Online Service.

Step 3 – logging in to SIMS Parent App

You can access the SIMS Parent App either via a web browser by using this link (<https://www.sims-parent.co.uk/>) or you can install the SIMS Parent App – available via Play Store or iTunes.

Either enter your email and password or choose the external account/third party app that you have used to register with.

Please note:

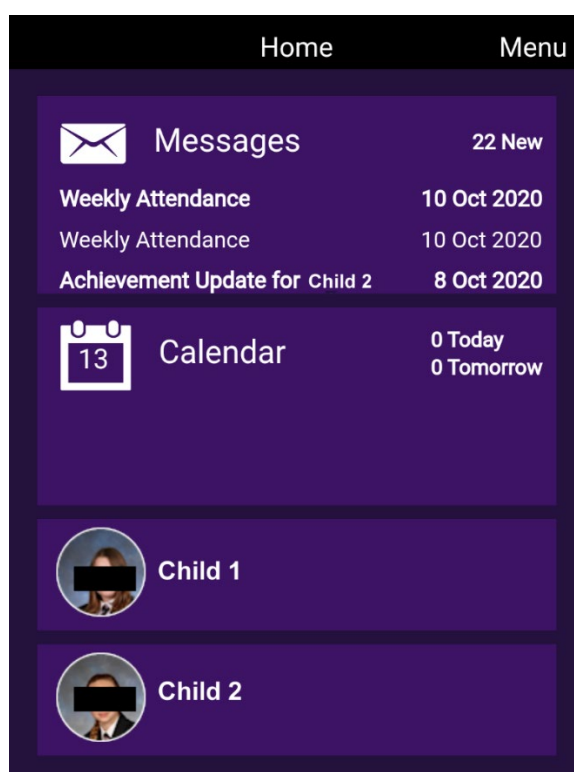
- Your account allows you to access each of your children at the All Saints Catholic College.

- Your activation email which you receive from noreply@sims.co.uk is unique to you and should not be used by anyone else.
- The link in your activation email will expire after 14 days if it is not used, please contact the school (via info@allsaintscc.org.uk) if you require a further activation email if your previous one has expired.

Sharing your password

Your username and password should never be disclosed to anyone. Each parent/carer with parental responsibility should receive their own invitation code/email.

The SIMS Parent App



The SIMS Parent home page provides you with the following information:

Messages

Provides you with any messages/notifications from the school regarding attendance, conduct and other messages.

Calendar

The calendar currently shows term dates and teacher training days.

Child/children

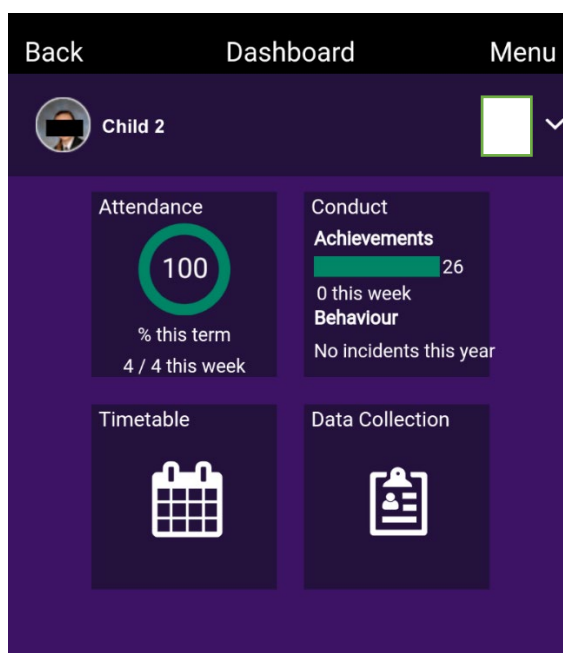
If you click on your child's name this will provide you with more information regarding the selected child.

Menu

The Menu on the top right will show you short cuts to messages, the calendar, your child/children and the school details (including contact details).

Individual student details page

When you click on an individual child on the home page this will take you to a summary page of the information available. We currently offer information about attendance, conduct, the student's timetable and the data collection.



Attendance

Attendance is registered on SIMS, in the morning (AM) and after lunch (PM) – this is called roll-call. A year to date percentage attendance e.g. 97.4% is then calculated based on the number of sessions attended out of a possible number of sessions the school has been open.

On SIMS Parent, you are able to click on the attendance button for your child to view their attendance. This shows in a diary format to show by AM and PM whether they were in school for each week. If you scroll down you can see the past weeks attendance as well as the current week. A tick will show that your child has been registered in that session, whereas a cross will indicate an absence.

Data Collection

The data collection sheet allows you to update the school with any change in details for your child and their contacts.

For example, if you change address, you can complete the form to notify the school. To use the data collection sheet, you will need to click on the data collection widget on your child's individual page. At the end of the process you will be required to review the changes and submit to the school for us to process your changes. **Please review the information within the data collection sheet to ensure that our records are up to date.**

The data collection sheet does not provide you with information regarding all of the contacts within our system. Each contact with parental responsibilities will have their own access to the SIMS parent app. For all other contacts, please ensure that we have the correct information via the info@allsaintscc.org.uk email.

The screenshot shows a mobile application interface for data collection. At the top, there is a navigation bar with 'Back', 'Data Collection', and 'Menu' options. Below this is a header for 'child 2' with a profile picture icon. The main content area is a list of categories, each with an icon, a title, and the text 'No changes' followed by a right-pointing chevron. The categories are: Student Information, Addresses, Telephones & Emails, Medical Details, Cultural Information, Dietary Needs, and Parental Consent. Below these is a section titled 'Contacts' with a sub-item 'Your Name' also showing 'No changes' and a chevron. At the bottom, there are two buttons: a green button with a checkmark and the text 'Confirm No Changes', and a grey button with a circular arrow icon and the text 'Revert'.

Category	Status
Student Information	No changes
Addresses	No changes
Telephones & Emails	No changes
Medical Details	No changes
Cultural Information	No changes
Dietary Needs	No changes
Parental Consent	No changes
Contacts	
Your Name	No changes

How to use the data collection sheet

1. Please click on each of the sections that you can provide changes for.
2. Please review the information stored within our system and edit this as required.
3. When you make a change, please click on the save button for each section. This will show pending changes under the section that you have requested changes.
4. Click on finish changes when you have finished reviewing the information.
5. Click on submit changes.

This will alert the school office that there are changes submitted for your child. It will also lock down the data collection sheet widget to show as 'review pending'. Once the school has approved the changes this will update the information within our system and allow you to access the data collection sheet.

If you have more than one child at the school, please review each of your children and submit any changes for each child, if applicable.