

# SIMS PARENT GUIDE and REGISTRATION



### About SIMS Parent

SIMS Parent is an online website and app, which is accessible to parents to provide them with information about their child.

You can access the new system from a smartphone, tablet or PC – anytime, anywhere.

What will you find in the SIMS Parent App?



- Important information such as attendance, timetable, conduct (achievement/behaviour incidents) and latest reports.
- School term and INSET dates and contact details available at the click of a button.
- Access to update your contact details at any time (Data Collection), so we always have the most up-to-date information in case of emergency.
- If you have more than one child at school, you will have access to information for all your children, from the same app.

The information that you receive through the app will help you to stay up-to-date with your child's school life as well as support your child's development and progress.

If you have previously registered for SIMs Parent for

- A) Another child in this school you will be able to use this log in to view all children in the one account. Or
- B) Your child in a previous school you can use the same log in for the Selwood Academy Parent App

#### There is no need to register again.

## **SIMS Parent registration**

Provided you have supplied the school with an up-to-date email address, you will receive a registration email from **noreply@sims.co.uk** containing a unique invitation code. You will need this code to set up your SIMS Online Services account. Check your junk/spam box first if not received in your inbox, otherwise contact the school, <u>selwood.academy@selwood-academy.co.uk</u>

#### To create an account using SIMs ID

## <u>Step 1</u>

Click the **Accept invitation** button in the invitation email from noreply@sims.co.uk. If you cannot find this email, please check your SPAM/Junk folder before contacting the school.

The Activate Your Account screen is displayed. The Invitation Code field is already filled with the unique code from your email



- 1. Enter your email address as **Username** and click **Next.** *Do not* select Register with an external account.
- At the account registration screen, confirm your child's identity by entering the date of birth of one of your children in the school (ensure the format is entered as dd/mm/yyyy).
- 3. Create a Strong password, the requirements for this will be shown on the screen (*Please remember to make a note of your log in and password as you will need this each time you access SIMs Parent*).
- 4. Once your account has been registered, you need to validate it, (see Step 2 below).

- Check your email for an email from SIMS ID registration. (This will be the email address you used at registration. If you cannot see this, check your spam/junk mailbox).
- 6. Click the Verify My Email button in the SIMS ID Registration email.
- 7. When prompted, sign in using the email address and password you have just created in Step 1

Once registered you now have the option of downloading the Sims Parent App to your phone or tablet via the App store or Google Play or access it using a laptop or PC via https://www.sims-parent.co.uk.

When subsequently accessing the Parent App, make sure the login option you select is **the SIMS ID icon**, using the details you created above.



Most access issues are caused by a user trying to access the Parent App using a different account or route to one they register with, therefore please ensure you stick to the same login credentials, email account and route when subsequently accessing the App.