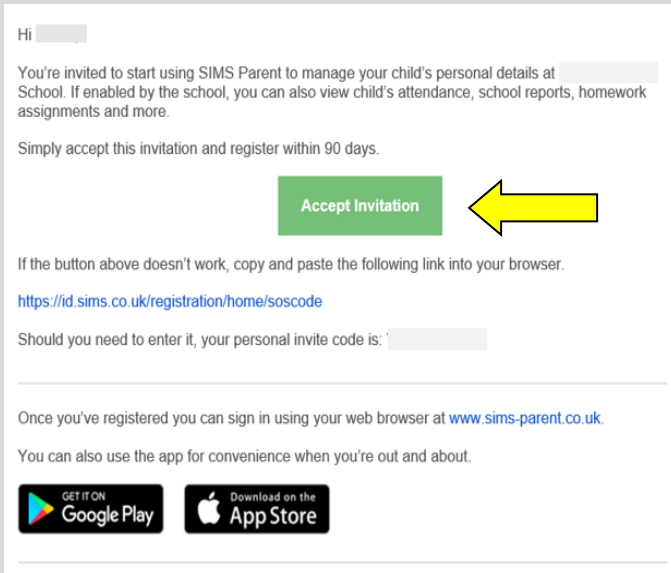




SIMS PARENT – HOW TO REGISTER GUIDE

STEP 1:

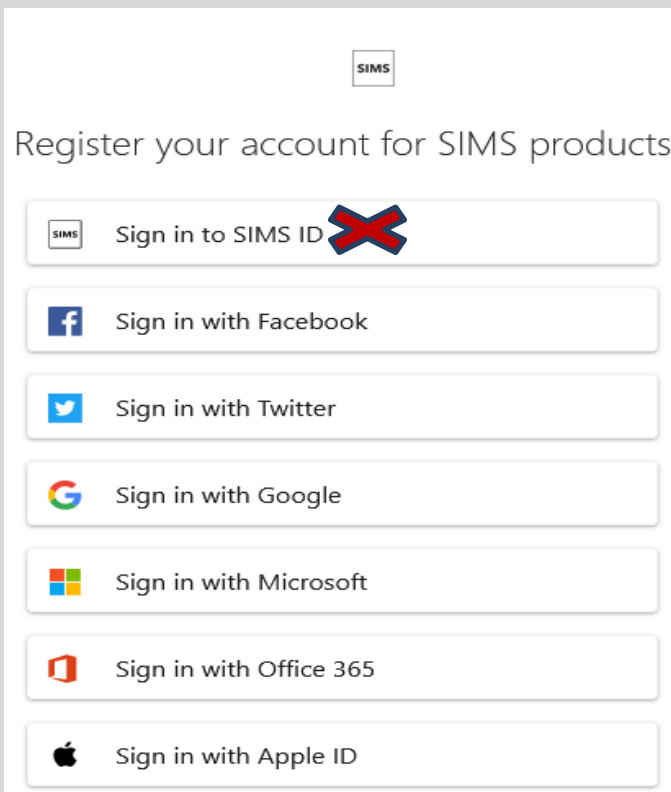
Open the unique invitation email sent from noreply@sims.co.uk. (check your junk folder if it has not arrived). Click on ‘Accept Invitation’ (Please email the [ICLT Department](#) if you have not received an invite email).



STEP 2:

Select one of the account types below you would like to register with. For example, if you use Facebook click the Facebook icon and you will then be directed to sign in using your normal log in details for your Facebook account.

Please do not use ‘Sign in to SIMS ID’ this is for internal use only. Please note by registering with one of the accounts below this does not give the School or SIMS access to any of your personal data such as emails, friend lists, posts or passwords.





STEP 3:

The Invitation Code should be completed for you (otherwise paste the unique code from the invite email). Click the 'Register' button.

STEP 4:

Confirm your identity by entering the date of birth of one of your children in this format dd/mm/yyyy. Click 'Verify'. Your account is now created and you will be directed to the SIMS Parent site.

STEP 5:

Now you have registered we strongly recommend accessing SIMS Parent going forward via the SIMS Parent App downloadable from both the Apple and Google Play store. Alternatively, you can logon online at www.sims-parent.co.uk. Please see the SIMS Parent Logging on guide for further details ([click here](#)).



SIMS Parent Useful Information:

- Please note your activation email is unique to you and should not be used by anyone else.
- If you have more than one child at the School, you will be able to access the information for all your children from the same app and only have to register once.
- The data collection facility in SIMS Parent has been introduced to replace the paper data collection sheets sent out annually to parents for checking.
- Please note that in order to use the data collection in SIMS Parent, a parent must have parental responsibility for the child, live at the same address and have no existing court orders associated with the child.

SIMS Parent App provides access to:

- Your child's school report
- Data Collection facility so we have the most up to date information in case of emergency
- Your child's school timetable (Senior School Only)

Manual registration (requires copy and paste of invite code)

<https://id.sims.co.uk/registration/home/soscode>

Capita SIMS Parent Support

https://support.capitasoftware.com/csm?id=kb_article_view&sysparm_article=KB0036854&sys_kb_id=49fbc7581b6154108e4e97de1d4bcb43&spa=1