



SIMS Parent App Set-up Guide

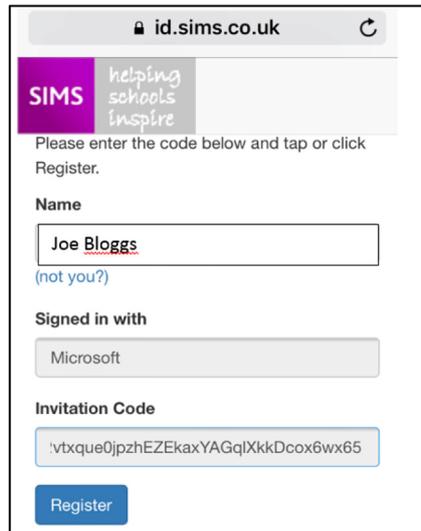
1. An email will be sent to you by the school, inviting you to become a SIMS Parent App user. You will receive a registration email from **noreply@sims.co.uk** containing a unique invitation code. If you have not yet received a registration email, please check your SPAM or JUNK folder. You don't need to make a copy of the code as it will be entered for you.

2. Open the email and click the link as instructed. A new Internet browser window will open and you will be asked to **Sign in**.

3. Select an existing account of your choice with which you would like to register. Currently, only the options below are available to sign in. If you use a BT or Yahoo email for example, you will need to use another account type from the list below to sign in. **Parkhall Integrated College does not see or have any access to the account you use.**

Option	Used with
	Hotmail, Outlook, Live
	Office 365, C2K
	Gmail, Google Mail
	Any Facebook account
	Any Twitter account

4. Having entered the username and password for the chosen account, you will see the SIMS Registration Form – this should autocomplete, with your name, chosen sign in account and Invitation Code. Select REGISTER.



id.sims.co.uk

SIMS helping schools inspire

Please enter the code below and tap or click Register.

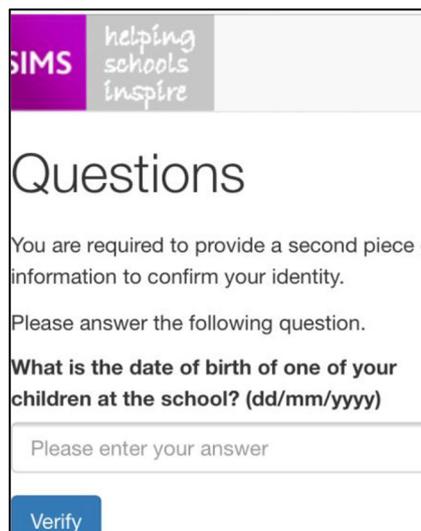
Name
Joe Bloggs
[\(not you?\)](#)

Signed in with
Microsoft

Invitation Code
vtxque0jpzhEZEkaxYAGqIXkkDcox6wx65

Register

5. You will then be asked for the date of birth of one of your children at the school, in the form DD/MM/YYYY (e.g. 07/09/2009).



SIMS helping schools inspire

Questions

You are required to provide a second piece of information to confirm your identity.

Please answer the following question.

What is the date of birth of one of your children at the school? (dd/mm/yyyy)

Please enter your answer

Verify

6. You have now registered for SIMS Parent. You can download the app from the Google Play or Apple App store by searching for **Sims Parent**.



7. Once you have downloaded **SIMS Parent**, you will be asked to sign in using your chosen log-in account details. Once you have registered you can also use www.sims-parent.co.uk from any web browser.

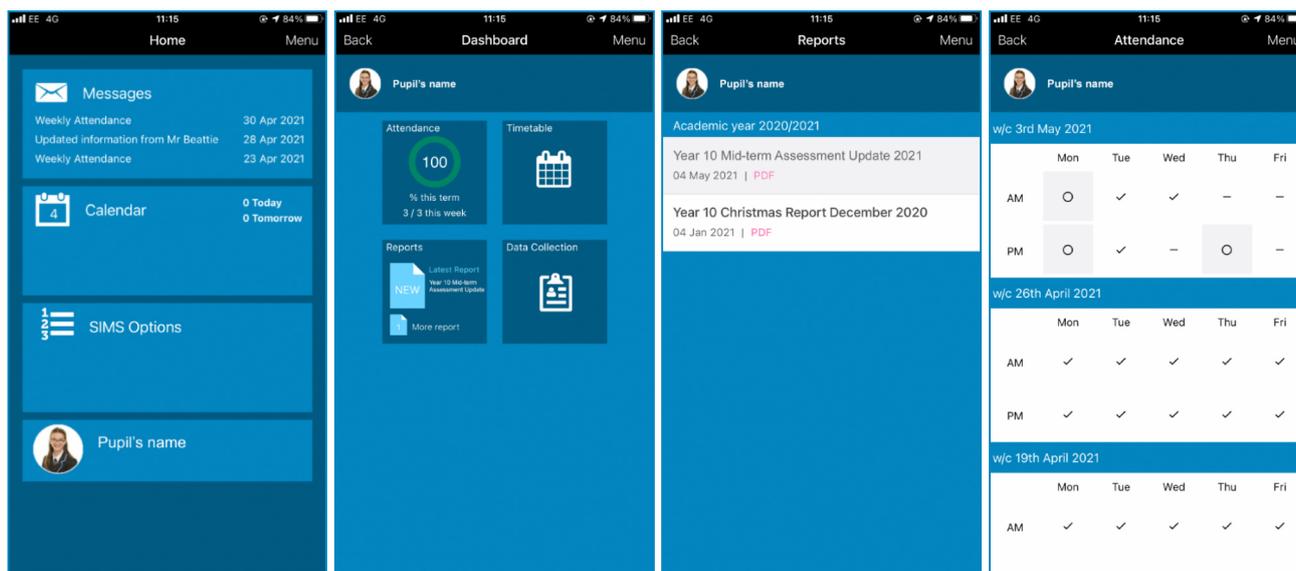
8. Once logged into the app, you will see a screen with options for Assessment, Attendance, Timetable, Reports and Data Collection. From the homepage you can select which of your children you would like to see details for.

To see any comments, please select the Attendance option. Dates where comments have been left will be identified by a triangle in the upper right corner of the date.

Reports will be made available in pdf form so these can be viewed on your phone, tablet or computer.

Key dates can be viewed in the calendar and any messages sent to you will be available under the Messages option.

The Data Collection option is used to notify the school of any changes in your or your child's details.



9. Troubleshooting

How do I download the app?

SIMS Parent is available from either the Apple App Store or the Google Play store. Search for SIMS Parent

I can't download apps to my phone

SIMS Parent is accessible from the following web address: www.sims-parent.co.uk

I haven't received an e-mail invitation

First, check your e-mail spam folder. Contact the school to ensure that we have the correct e-mail address for you. We will then reissue an invitation. You have ninety days to complete the sign-in process before the invitation expires

I don't have any of the accounts required: Microsoft, Twitter, Google, Facebook, Office365

You will need to set up an account with one of the third-party providers

I don't have Internet access

School facilities will be available on request

I have followed the steps listed and I still cannot sign in

Please contact the school to arrange for support