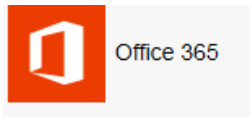
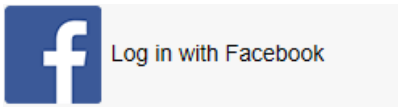
RAINEY ENDOWED SCHOOL

SIMS PARENT APP SETUP GUIDE

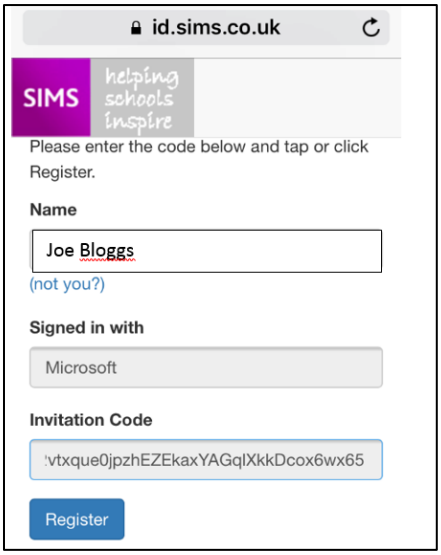
1. An email will be sent to you by the school, inviting you to become a SIMS Parent App user. You will receive a registration email from **noreply@sims.co.uk** containing a unique invitation code. If you have not yet received a registration email, please check your SPAM or JUNK folder. You don't need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

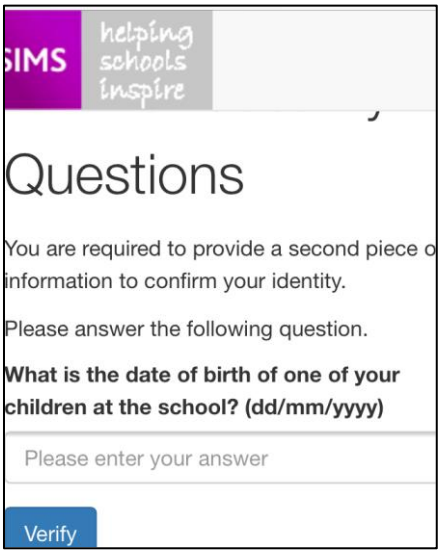
3. Select an existing account of your choice with which you would like to register. Currently, only the options below are available to sign in. If you use a BT or Yahoo email for example, you will need to use another account type from the list below to sign in.
Rainey Endowed does not see or have any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

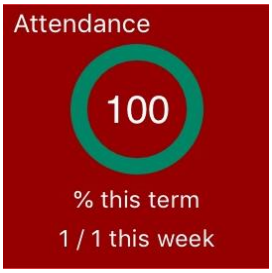
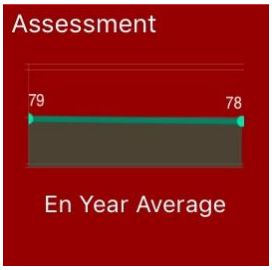
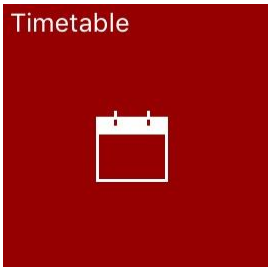


5. You will then be asked for the date of birth of one of your children at the school, in the form DD/MM/YYYY (e.g. 07/09/1977). You may be asked for your own date of birth, but please use the data of birth of one of your children.



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. When given the option, please allow notifications to be received as these will let you know when you have received a message from the school.

	**Attendance** The attendance icon will provide you with access to your children's attendance data, including any comments that their teachers had added regarding their behaviour and performance. Any class within the attendance section that has a black border with a black triangle in the corner has a comment added for that particular class. Tapping the box will open the comment.
	**Assessment** The Assessment icon scrolls through the data that has been produced for each set of assessments. These are added every 6 weeks. Selecting the icon will provide a full list of data for the assessment results across the current school year.
	**Timetable** The timetable icon will provide a screen to show your children's timetable for the current school year.
	Reports Your children's annual report is available from the Reports icon. This will be published in June of each year. The latest report is displayed, but all reports from your children's time at the school are also available.
	Data Collection The data collection icon provides access to a list of options for keeping the data about you and your children accurate and up to date. Changes can be made for contact information, cultural information, dietary needs, medical details etc. Any changes made will be sent directly to the school for final verification and approval.