

What do I need to register for SIMS Parent?

Before beginning the registration processes, you will need the following:

1. Your unique registration email. Your school will send you a registration email that contains a registration link and an invitation code. This email will be sent from Capita SIMS (noreply@sims.co.uk). If you cannot find this email, please check your junk mail and ensure it has not been marked as SPAM.
2. The date of birth of one of your children who attends the school.
3. Either a Microsoft (including Office 365), Google, Facebook, Twitter or SIMS ID account. You can use an existing account (e.g. a Hotmail account) or create a new one online – they are free, easy to set up and you can use any valid email address and password.

How do I Register for the SIMS Parent App?

1. Open your unique registration email and click the link as instructed. A new internet window will open and you will be asked to log in.
2. Most users will not have a SIMS ID account and should instead register with either a Microsoft (including Office 365, Hotmail and Yahoo), Google (GMail), Facebook or Twitter account.

Click the icon for the relevant Third Party account and you will be directed to sign in using your existing details.

IMPORTANT NOTE: Before completing the registration process, you should be signed out from the chosen account you're planning on using to register with e.g. Facebook. Alternatively, the registration process should be carried out in a private browser window.

Only users (some school staff) with an existing SIMS ID account can enter their details in the Username and Password fields that are displayed.

3. You will be guided through the login process. Once logged in, you will be asked if you want to authorise SIMS Parent to use your account.
4. You will now be asked for an Invitation code.
 - If you were able to click the link in the email you received, this field will be populated automatically.
 - If you had to select the web address in the email, you will need to copy the invite code from the email and paste it into the space provided.

5. Enter the Date of birth of one of your children attending the school. This is for security purposes only and this information will not be used in the SIMS Parent system

6. Click the Register button to continue. **NOTE:** Users with multiple roles need to register only once. For example, users who are both a parent and a teacher should register as either a parent or a teacher but should not register as both. Once registered, all of the relevant parent and teacher information will be available.

How do I Download the SIMS Parent App?

The SIMS Parent app can be downloaded for free from the Apple Store (iOS) or the Play Store (Android).

How do I sign in to SIMS Parent App?

Click the icon for the relevant Third Party account that you registered with e.g. Microsoft (including Office 365, Hotmail and Yahoo), Google (GMail), Facebook or Twitter account.

Enter your Sign in details (Parents must not attempt to register using SIMS ID)

I don't have a smart phone/don't want to download an app, how can I access SIMS Parent?

If you have access to a tablet device, laptop, desktop computer you can sign in via the following website <https://www.sims-parent.co.uk> , selecting the icon for the relevant Third Party account that you previously registered with eg Microsoft (including Office 365, Hotmail and Yahoo), Google (GMail), Facebook or Twitter.