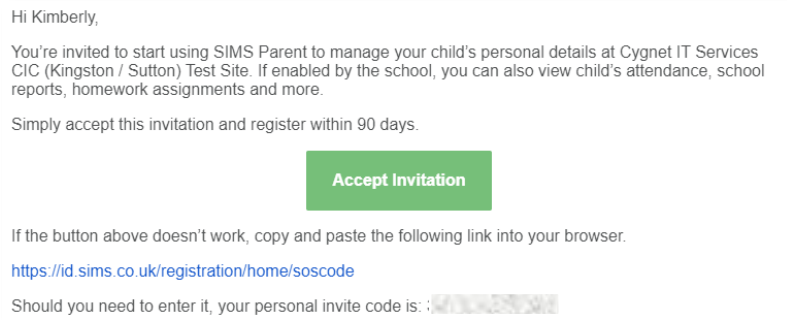


## User Guide - Getting started with SIMS Parent

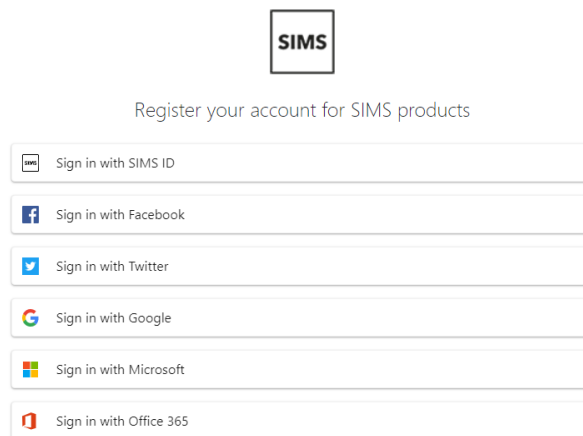
You will receive an email invitation to start using SIMS Parent. This will be sent to the main parental email address you have supplied to the school. The email will be sent from [noreply@sims.co.uk](mailto:noreply@sims.co.uk) Simply click on the link from your tablet, PC or smartphone to activate your account. *Check your junk mail if it has not arrived in your Inbox.*



*Please note that your activation email is unique to you and should not be used by anyone else. If you require an additional login then please contact your school. Your activation email will expire if it is not used, please contact your school if you require a replacement.*

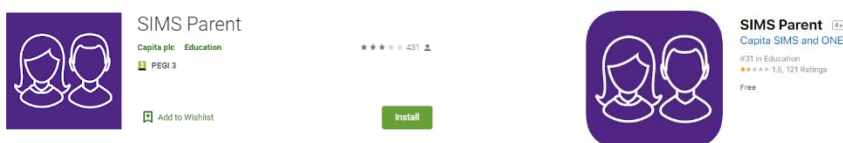
Alternatively in a web browser go to: <https://id.sims.co.uk/registration/home/soscode>

Login using your normal Facebook, Twitter, Google or Microsoft username and password. *Be aware that SIMS ID isn't working for most users at the present time.*



Enter your unique invite code (if prompted) and your child's date of birth.

From your smartphone or tablet, download the free app from the Google Play or Apple App store - search for **SIMS Parent**.



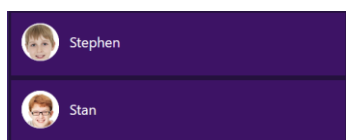
From a PC or Windows phone, login online at [www.sims-parent.co.uk](http://www.sims-parent.co.uk)

## To view and update your contacts using the app

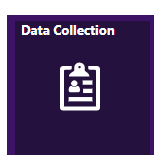


Log in to the SIMS Parent App or go to log in online at

[www.sims-parent.co.uk](http://www.sims-parent.co.uk)



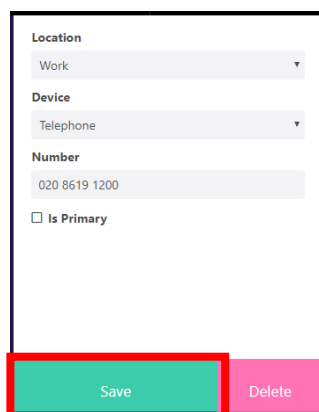
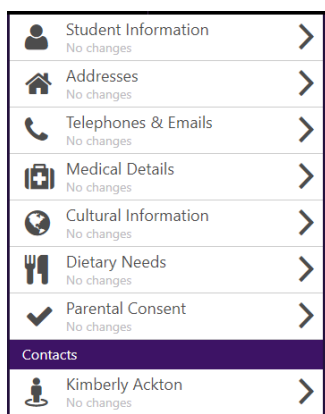
Each child will be displayed separately on the home page. Select a child to view their data collection information.



Click Data Collection to view and update current information

All necessary changes should be made before submitting the updated Data Collection form to the school.

Select each section, making any necessary changes. Click **Save** to make changes to each section.



When all changes have been updated click **Finish Changes**

This will submit your request for changes to the school. They will then review these changes and confirm as appropriate.

*Please note once you have finished changes no more changes can be submitted until the school has confirmed any pending changes.*

