

## Instructions for setting up SIMS Parent App

You will receive your invite via an email address you provided Central Foundation Girls School. If you have not provided an email address and would like to access your daughters' exam results please contact [welcome@central.towerhamlets.sch.uk](mailto:welcome@central.towerhamlets.sch.uk) with your daughters' name, birthday and form.

### Registration Instructions;

**Step 1:** Open the invitation email that was sent from **noreply@sims.co.uk** to the email address you have provided us.

**Check your junk mail if it has not arrived in your Inbox.**

**Step 2:** Click on the "Accept invitation" link within the email

You're invited to start using SIMS Parent to manage your child's personal details at Central Foundation Girls School. If enabled by the school, you can also view child's attendance, school reports, homework assignments and more.

Simply accept this invitation and register within 90 days.

Accept Invitation

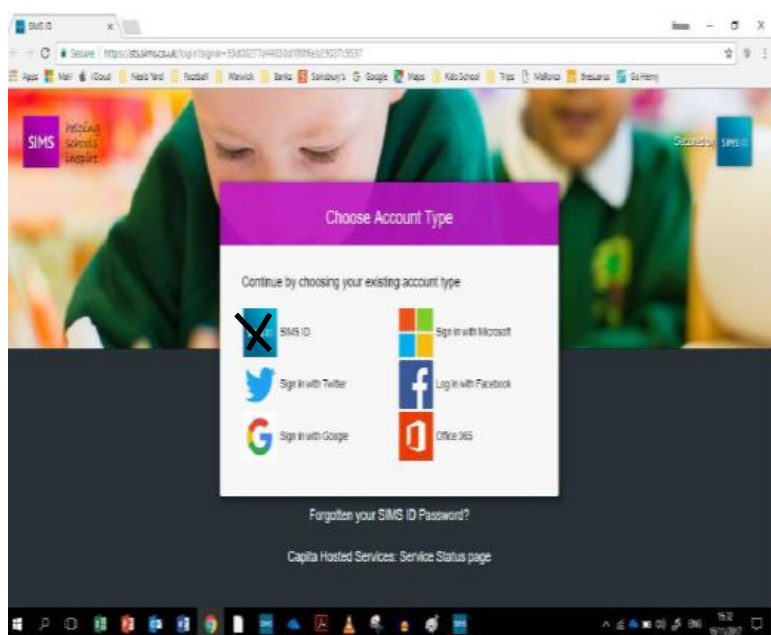
If the button above doesn't work, copy and paste the following link into your browser.

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

Should you need to enter it, your personal invite code is

**Step 3: Choose the account type you would like to register with.**

**Be aware that SIMS ID can't be used!**

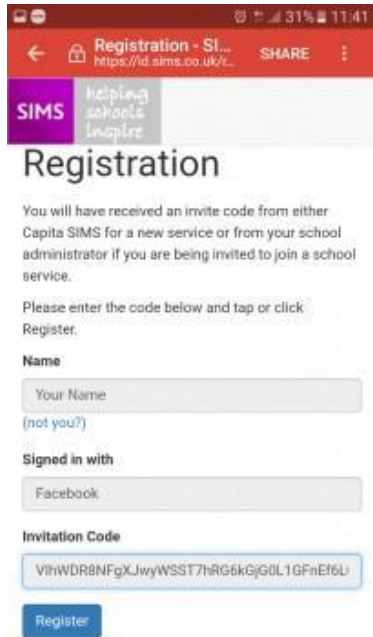


**Microsoft** – is any Yahoo or Hotmail email address (you will need to enter your email address and email password and then press yes)

**Office** – is any outlook email address

**Google** - is any Gmail email address

**Step 4:** Check your name and click on the Register button



The screenshot shows a mobile browser interface for the SIMS Registration page. At the top, there is a red header with the SIMS logo and the text 'helping schools inspire'. Below the header, the title 'Registration' is displayed. The main content area contains the following text: 'You will have received an invite code from either Capita SIMS for a new service or from your school administrator if you are being invited to join a school service. Please enter the code below and tap or click Register.' There are three input fields: 'Name' with the placeholder 'Your Name (not you?)', 'Signed in with' with the placeholder 'Facebook', and 'Invitation Code' with the placeholder 'VihWDR8NFgXJwyWSST7hRG6kGjGdL1GFnE6U'. A blue 'Register' button is located at the bottom of the form.

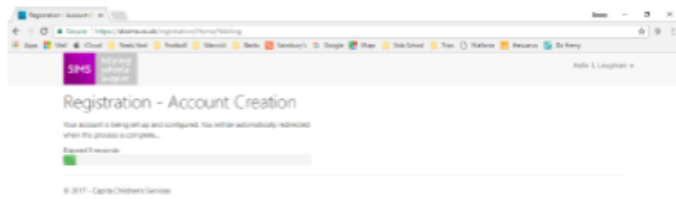
**Step 5:** Answer the security question – this will usually be the date of birth for one of your children, following the

**format of dd/mm/yyyy. For example 26/02/2005**



The screenshot shows a mobile browser interface for the SIMS Registration - Answer Security Questions page. At the top, there is a red header with the SIMS logo and the text 'helping schools inspire'. Below the header, the title 'Registration - Answer Security Questions' is displayed. The main content area contains the following text: '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)'. There is an input field with the placeholder 'Please enter your answer'. A blue 'Verify' button is located at the bottom of the form. At the bottom of the page, there is a copyright notice: '© 2017 - Capita Children's Services'.

**Step 6:** After clicking on the Verify button you might see the “Registration – Account Verification” screen for a few seconds. That is OK



**Step 7:** Once complete, you have registered and are logged in to the web version of the Parent App

From here you have two options. The preferred one is to install the SIMS Parent App from the Google Play store or from the Apple store. Or you can use the web version of the Parent App which can be accessed from <https://www.sims-parent.co.uk>.

### **Setting up the SIMS Parent App;**

**Step 1:** Go to the Google Play store or the Apple store and search for SIMS Parent

**Step 2:** Install the App...

**Step 3:** Open the App

**Step 4:** After the welcome screen you might get the Sign In page. If so then click on the Sign In button which will take you back to the page that you saw during registration. On the Choose Account Type page select the option you registered with and login using your credentials

**Step 5:** The Parent App welcome screen opens.

From here you can view reports, request updates to contact information, view timetables and see attendance information.

**If you require any further support please contact us via [welcome@central.towerhamlets.sch.uk](mailto:welcome@central.towerhamlets.sch.uk)**