



John Port Spencer Academy

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22nd October 2018

Dear Parent / Guardian,

Re: SIMS Parent App launch

We believe effective communication between school and home is highly important. Following feedback from parents asking for the facility to view more details about their child at school, we are delighted to be able to introduce the SIMS Parent App at John Port Spencer Academy.

We have been working on and investing in this new facility to keep you up to date with information on your child at school. The initial launch of the app will give parents/guardians the facility to maintain important contact details and to view the behaviour record of their child(ren). More functions may become live in the future.

Upon its launch during the October half term break, you should receive an email containing your unique invitation and activation code to enable you to register. This will only be issued to primary (1&2) contacts. Please look out for this registration email, which will be sent from Capita SIMS (noreply@sims.co.uk). If you do not receive an email, please check your junk mail folder to ensure it has not been marked as SPAM. You will then be able to follow the instructions as laid out in the user guide on the reverse of this letter to activate and access your account.

Once activated the SIMS Parent App will give parents/guardians online access via <https://www.sims-parent.co.uk/> and/or via the smart phone mobile application that can be downloaded and installed on both Apple and Android devices.

If you experience any difficulties or do not receive an activation email by the time we return from the half term break, please let us know and we will endeavour to address this as soon as possible for you.

Please direct correspondence regarding SIMS Parent to SIMSPARENT@johnport.derbyshire.sch.uk.

Yours sincerely,

Mr D Barry
John Port Spencer Academy



John Port Spencer Academy

'SIMS Parent' — Quick Guide

1. Account Activation

- To access SIMS Parent you should firstly receive an email containing your unique invitation and activation code to enable you to register.
Note—this will only be issued to Primary contacts.
- Please keep a look out for this registration email that 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.
- Simply click on the link from your tablet, PC or smartphone to activate your account.

2. Logging in

- Once Activated you can then login using a 3rd party account, such as; your normal Facebook, Twitter, Google or Microsoft username and password.
- You will be asked a date of birth for one of your children at the school.
- You have now registered for SIMS Parent.
- You will then be sent to a link for SIMS Parent online.

3. Access to SIMS Parent (once registered)

- On your smartphone or tablet, download the app from the Google Play or Apple App store.
- Once you have registered (steps 1 and 2). You can also access SIMS Parent from a PC or Windows phone, www.sims-parent.co.uk

Simply visit the App or Play Store and download SIMS Parent to get started.

Or login online at www.sims-parent.co.uk

For support please direct correspondence to:
SIMSPARENT@johnport.derbyshire.sch.uk



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