



Instructions for setting up SIMS Parent App

Before you start, some points to note:

- It's a 2 stage process - you are required to register first and then install the SIMS Parent App on your smartphone or device (or just use the website, if you prefer)
- Close all other windows during the registration process
- Any usernames/passwords will relate to the account you are using to register for the app (so whatever you set up when you created your Facebook/Twitter/Google/Microsoft/etc. account).

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: Copy the code then Click on the “click this link” link within the email

Step 3: Choose the account type you would like to register with. *Be aware that SIMS ID can't be used! (Scroll down and use register with an external account) If you are using SIMS Parent with children at other schools make sure that you use the same account to register all of them. In this way it will group the students.*

If you use Gmail click the G icon, if you use Hotmail etc use the Windows icon.

Log in using your email address and password for the account that you select.

(This is your own personal email account password, not a password set by the school)

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

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

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 etc.