

SIMS ParentApp

SIMS ParentApp

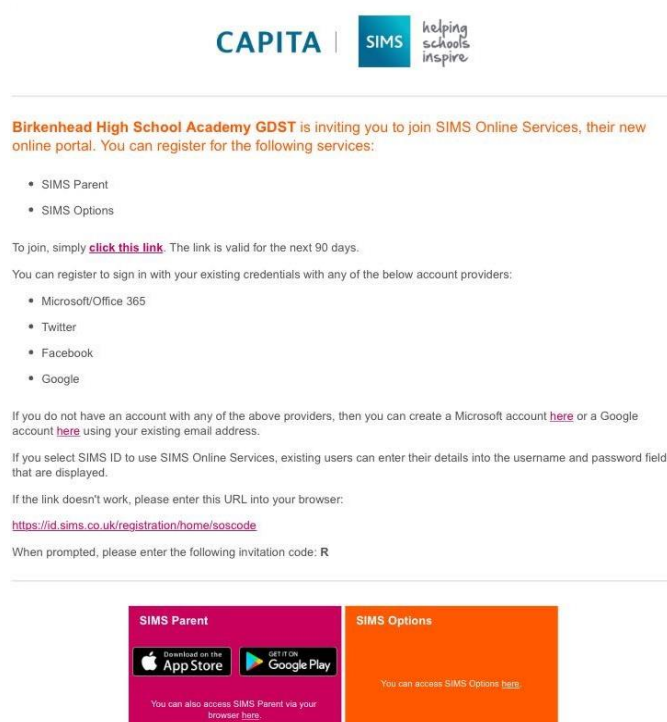
Background

Our current data collection process is achieved using a paper form sent out to parents/carers and then sent back into school, to be more compliant with GDPR regulations, in terms of data security, we will be using the SIMS ParentApp to collect and update pupil and parental data going forward.

Screenshots and guidance on how to use the app are below; please note data collection can also be completed online using a web browser on your computer and looks very similar to the app.

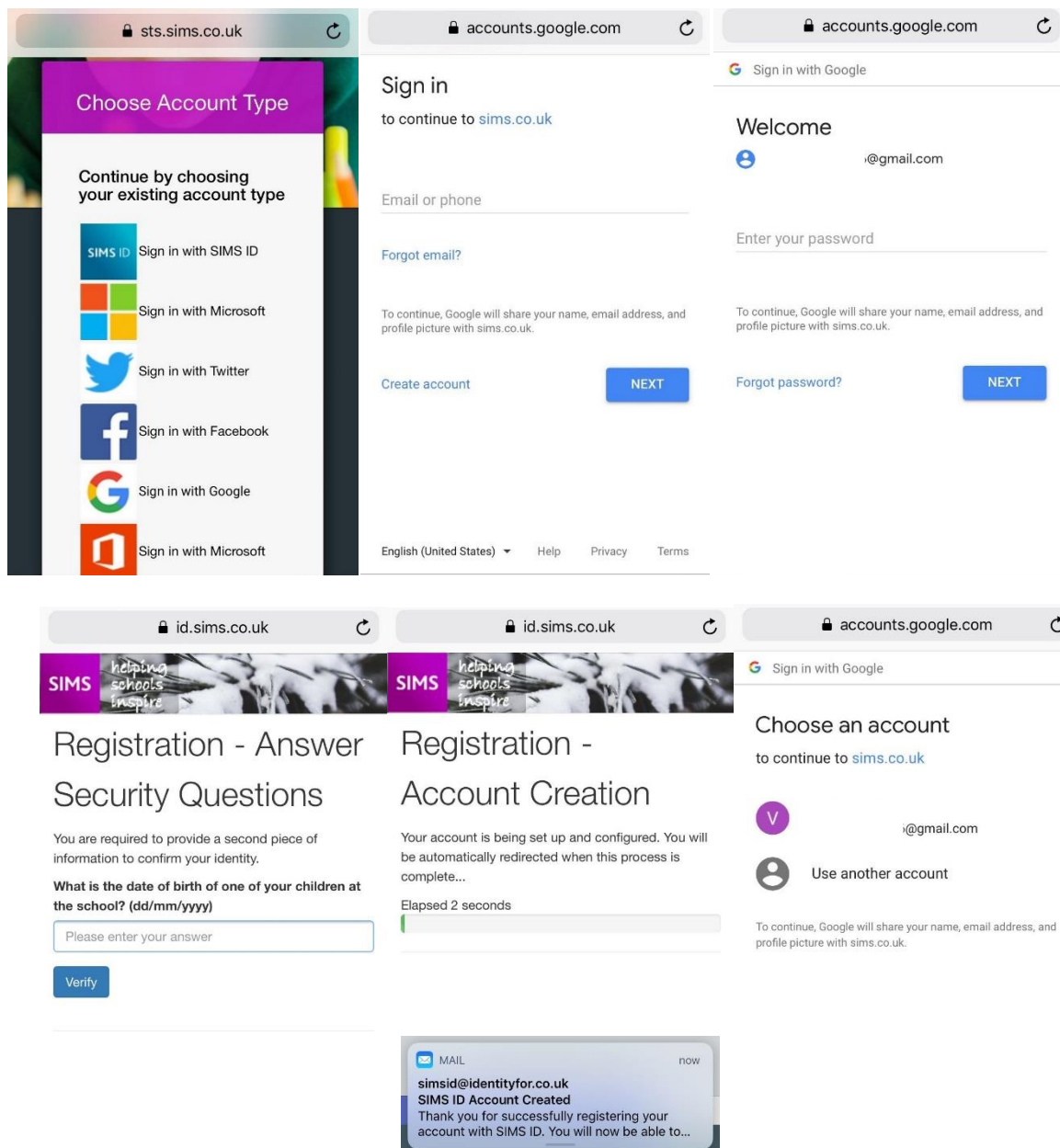
Registration

In order to logon to the app, (or website), you will be invited to register for the SIMS Online Services by the School. Below are screenshots of the various stages of registration. Firstly is how the email looks:



SIMS ParentApp

Next, you will need to select which type of account you want to register with, sign in with the relevant account and follow the instructions.



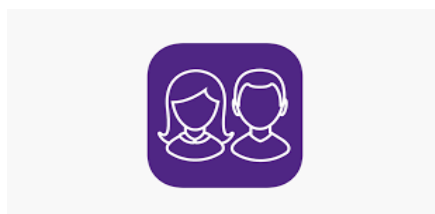
The image displays a sequence of five screenshots from a mobile application, illustrating the registration and login process for the SIMS ParentApp.

- Screenshot 1 (sts.sims.co.uk):** A screen titled "Choose Account Type" with the instruction "Continue by choosing your existing account type". It lists several options: "Sign in with SIMS ID", "Sign in with Microsoft", "Sign in with Twitter", "Sign in with Facebook", "Sign in with Google", and "Sign in with Microsoft".
- Screenshot 2 (accounts.google.com):** A "Sign in" screen for "sims.co.uk". It prompts the user to enter their "Email or phone" and provides a "Forgot email?" link. A "Create account" link is also visible. A "NEXT" button is at the bottom right.
- Screenshot 3 (accounts.google.com):** A "Welcome" screen showing a Google account profile (initials @gmail.com) and a prompt to "Enter your password". It includes a "Forgot password?" link and a "NEXT" button.
- Screenshot 4 (id.sims.co.uk):** A "Registration - Answer Security Questions" screen. It asks for a second piece of information to confirm identity, specifically: "What is the date of birth of one of your children at the school? (dd/mm/yyyy)". A text input field and a "Verify" button are provided.
- Screenshot 5 (id.sims.co.uk):** A "Registration - Account Creation" screen. It states: "Your account is being set up and configured. You will be automatically redirected when this process is complete...". A progress bar shows "Elapsed 2 seconds".
- Screenshot 6 (accounts.google.com):** A "Choose an account" screen for "sims.co.uk". It shows a Google account profile (initials @gmail.com) and a "Use another account" option. A note at the bottom states: "To continue, Google will share your name, email address, and profile picture with sims.co.uk".
- Notification:** A blue notification bubble at the bottom center reads: "MAIL: simsid@identityfor.co.uk SIMS ID Account Created. Thank you for successfully registering your account with SIMS ID. You will now be able to..."

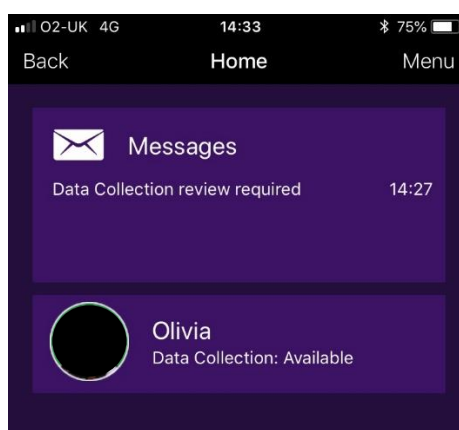
SIMS ParentApp

App

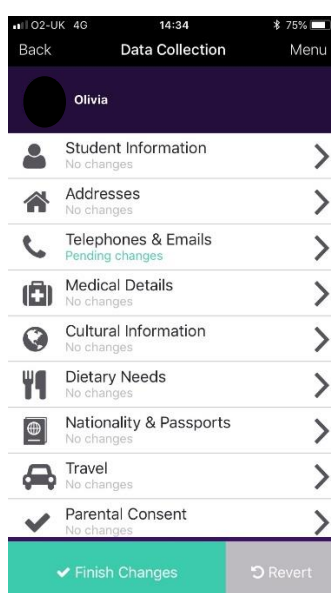
Go to either the Play Store (Google) or App Store (Apple) and download the SIMS Parent App (Capita PLC).



Once you have logged in you will see the following homepage.

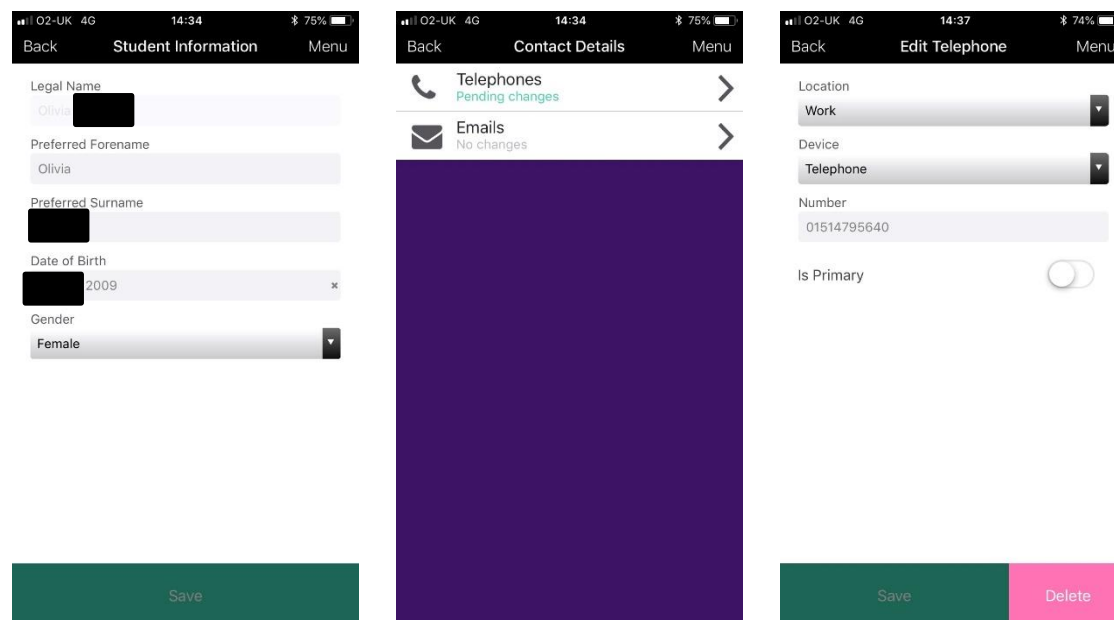


To access the data collection click/select your daughter/ward's picture. The next page gives you all details.



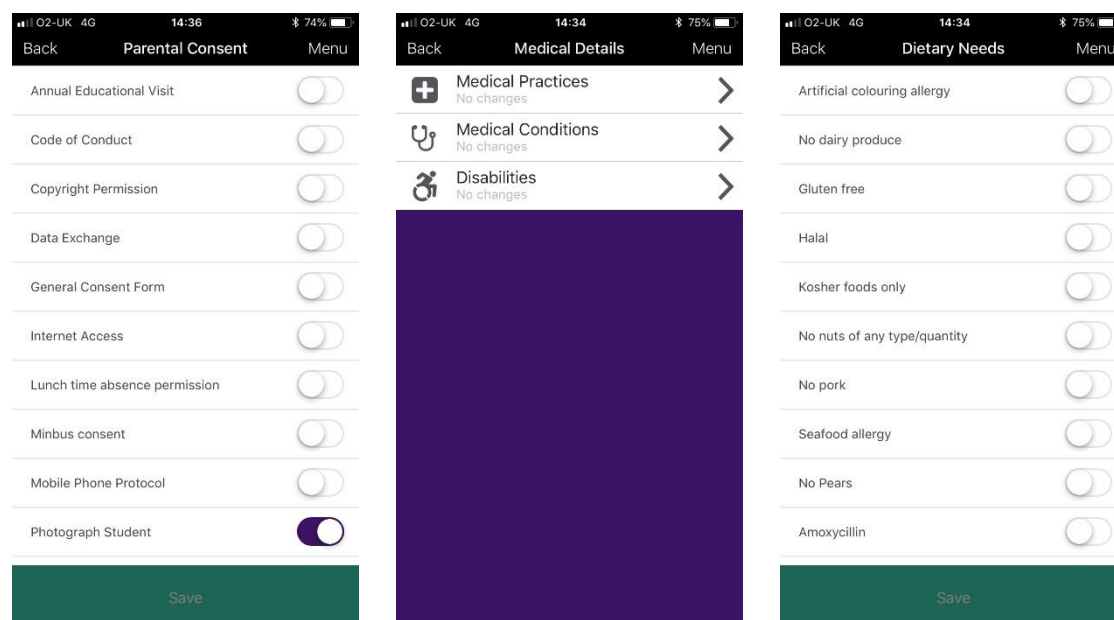
SIMS ParentApp

To check the information we hold on you click/select each category, below are examples of the menus and options available to change.



The first screenshot shows the 'Student Information' screen with fields for Legal Name, Preferred Forename, Preferred Surname, Date of Birth, and Gender. The second screenshot shows the 'Contact Details' screen with sections for Telephones and Emails. The third screenshot shows the 'Edit Telephone' screen with fields for Location, Device, Number, and a toggle for 'Is Primary'.

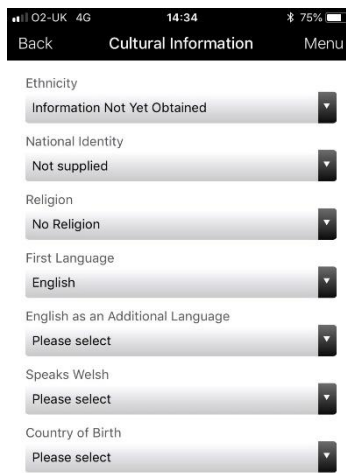
Please note drop down menus and sliders for selecting options. Within the Parental Consent section, please look through all options as this includes consent for biometrics and some third party software we use for educational purposes.



The fourth screenshot shows the 'Parental Consent' screen with a list of consent items and toggle switches. The fifth screenshot shows the 'Medical Details' screen with sections for Medical Practices, Medical Conditions, and Disabilities. The sixth screenshot shows the 'Dietary Needs' screen with a list of dietary requirements and toggle switches.

After you have updated each section, please remember to click **Save** at the bottom of page/screen before returning to the main homepage.

SIMS ParentApp



Back Cultural Information Menu

Ethnicity
 Information Not Yet Obtained

National Identity
 Not supplied

Religion
 No Religion

First Language
 English

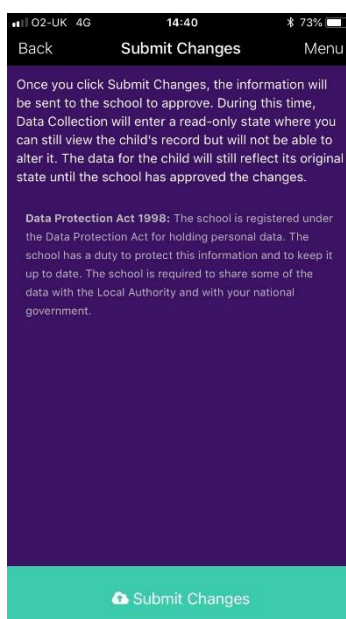
English as an Additional Language
 Please select

Speaks Welsh
 Please select

Country of Birth
 Please select

Save

Once you are happy with all changes made, click **Finish Changes** at the bottom of the home page where you will be prompted with a short statement, complete the data collection by clicking **Submit Changes**.



Back Submit Changes Menu

Once you click Submit Changes, the information will be sent to the school to approve. During this time, Data Collection will enter a read-only state where you can still view the child's record but will not be able to alter it. The data for the child will still reflect its original state until the school has approved the changes.

Data Protection Act 1998: The school is registered under the Data Protection Act for holding personal data. The school has a duty to protect this information and to keep it up to date. The school is required to share some of the data with the Local Authority and with your national government.

Submit Changes