October 2021

**The SIMS Parent App – easy access to update personal information**

Dear Parents and Carers

Now we have moved away from Ruler, we will be using the **SIMS Parent App** for you to access key information such as attendance and reports. This App links directly to our student information management system, and allows parents/carers to easily manage the details we hold about your child (ren) thus ensuring essential school information is kept up to date.

The SIMS Parent App can be accessed from a smartphone, tablet or PC – anytime, anywhere and will allow you to see attendance and reports etc but will also allow you to easily update information such as:

* Emergency contact details
* Email addresses
* Medical Information
* Dietary requirements
* Photo permissions

You will shortly receive an invitation code to sign up for this service via the email address we have on system. On using the SIMS Parent App for the first time, the information currently held by the school regarding your child will be automatically transferred to your individual and secure SIMS Parent App.

When you sign in to the SIMS Parent App, information for all of your children attending this school will be displayed in one place. It is worth noting that you cannot see homework with this App. For your convenience, the attached guide outlines how to access and use the SIMS Parent App, including how to make changes, and hopefully answer any questions you may have

If you do not wish to use the SIMS Parent App, please be aware that you still have a responsibility to ensure you provide us with any details of any changes in terms of contact and medical details. The email address to request any changes to your child’s details is [**studentdetails@st-nicholas.cheshire.sch.uk**](mailto:studentdetails@st-nicholas.cheshire.sch.uk)

The introduction of the App is designed to benefit both the school and parents and it is fully compliant with our data protection responsibilities under GDPR.

If you require any further information about the SIMS Parent App, please do not hesitate to contact us via **studentdetails@st-nicholas.cheshire.sch.uk.**

Yours sincerely

Graphical user interface

Description automatically generated with medium confidence

*Mrs T Leech*

Curriculum Manager