



Provided you have supplied the school with an up-to-date email address, you will receive a registration email from noreply@sims.co.uk containing a unique invitation code. You will need this code to set up your SIMS Online Services account. Check your junk/spam box first if not received in your inbox, otherwise contact the school, selwoodacademy@educ.somerset.gov.uk

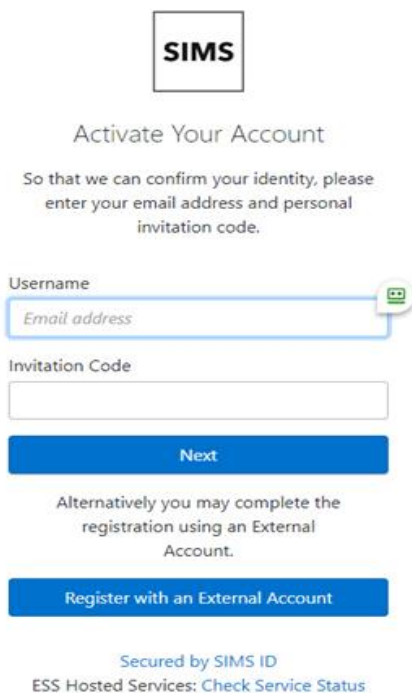
If you have previously registered for SIMs Parent for another child in school you will be able to use this log in to view all children in one account. There is no need to register again.

To create an account using SIMs ID

Step 1

Click the link in the invitation email from noreply@sims.co.uk. If you cannot find this email, please check your SPAM/Junk folder.

The Activate Your Account screen is displayed. The Invitation Code field is already filled with the unique code from your email



The screenshot shows the SIMS 'Activate Your Account' screen. At the top is the SIMS logo. Below it, the text reads: 'Activate Your Account. So that we can confirm your identity, please enter your email address and personal invitation code.' There are two input fields: 'Username' (with a placeholder 'Email address') and 'Invitation Code'. A blue 'Next' button is below the fields. Below the button, it says: 'Alternatively you may complete the registration using an External Account.' At the bottom, there is a blue button labeled 'Register with an External Account'. At the very bottom, it says 'Secured by SIMS ID' and 'ESS Hosted Services: Check Service Status'.

1. Enter your email address as **Username** and click **Next**. *Do not select Register with an external account.*
2. At the account registration screen, confirm your child's identity by entering the date of birth of one of your children in the school (**ensure the format is entered as dd/mm/yyyy**).
3. Create a Strong password, the requirements for this will be shown on the screen (*Please remember to make a note of your log in and password as you will need this each time you access SIMs Parent*).
4. Once your account has been created, you will receive an email using the email address you entered at registration to verify your email.

Step 2

How to Validate your account to enable the email-based password recovery function

Set Security Questions

Please select one question from each dropdown below and set your answer against each question.

All three questions/answers are mandatory. Your answer must be between 4 to 100 characters long.

Question 1

What is the name of your first school?

FirstSchool

Question 2

What is the name of your secondary school?

SecondSchool

Question 3

What is the name of your first teacher?

Teacher

Your password

Save and Continue

5. Check your email for an email from SIMS ID registration. (If you cannot see this, check your spam/junk mailbox).
6. Click the **Verify My Email** button in the SIMS ID Registration email.
7. When prompted, sign in using the email address and password you have just created in Step 1
8. Set 3 security questions from the drop-down lists when prompted.
9. You will then be taken to the Parent App.

Once registered you now have the option of downloading the Sims Parent App for your phone or tablet via the App store or Google Play or access it using a laptop or PC via <https://www.sims-parent.co.uk>.



When subsequently accessing the Parent App, make sure the login option you select is **the SIMS ID icon**, using the details you created above.



Most access issues are caused by a user trying to access the Parent App using a different account or route to one they register with, therefore please ensure you stick to the same login credentials, email account and route when subsequently accessing the App.