



# St. Joseph's College Enniskillen

## SIMS Parent App Set-up Guide

### What is the SIMS ParentApp?

**SIMS Parent App** is a secure online service. This App will enable you to see accessible information about your child in real time.

What will you find in the SIMS ParentApp:

- view your child's timetable and school term dates at the click of a button;
- the ability to view any achievement point which have been awarded to your son;
- the ability to electronically view your sons end of term report.

The App is designed for use by all parents/guardians, who can access the information remotely, through a PC or mobile devices, such as laptops, tablets, and smartphones. **SIMS Parent App** will be accessible to parents/guardians who have parental responsibility of pupils in Years 8-14.

From January 2022, all St. Joseph's College reports will be published through SIMS Parents App only and therefore paper copies of School Reports will no longer be issued but will be available to download within the SIMS Parent App.

The **SIMS Parent App** is an on-demand app, which can either be downloaded to an Android or Apple phone or accessed via a website. There is no charge for accessing the ParentApp.

**Please read through this Set Up guide in full.**



## What do I need to register for the SIMS Parent App?

Before beginning the registration process, you will need the following;

1. **Your unique registration email.** Your school will send you a registration email that contains a registration link and invitation code. This email will be sent from SIMS ([noreply@sims.co.uk](mailto:noreply@sims.co.uk)) If you cannot find this email, please check your junk main and ensure it has not been marked as spam/junk
2. The **date of birth of one of your children** who attends the school
3. **Either a Microsoft (including Office365), Google (gmail), Facebook or Twitter account.** You can use an existing External Account (e.g. Hotmail account) or create a new one online – they are free and easy to set up and you can use any valid email address and password. **If you use SIMS Parent for a child at another school, you will need to use your existing account**



## Step 1: Activation Email

Parents will be sent an activation-email from [noreply@sims.co.uk](mailto:noreply@sims.co.uk).

Copy the personal invite code.

Simply click **Accept Invitation** from your **tablet, PC or smartphone** to activate your account.

The activation-email will be sent to the email address which we currently hold on our system.

**If you do not receive the activation-email, please check your SPAM or JUNK folder.**

If the activation-email is not in your junk folder, please contact the school to ensure we have your correct email address on our system.

Hi

You're invited to start using SIMS Online Services, an online portal providing access to a range of services including SIMS Admin, SIMS Engagement, SIMS Activities and SIMS Options.

Simply accept this invitation and register within 90 days.

[Accept Invitation](#)

If the button above doesn't work, copy and paste the following link into your browser.

<https://registration.sims.co.uk>

Should you need to enter it, your personal invite code is: [Note this code!](#)



## Step 2: Register with an external account

After you have clicked **Accept Invitation**, a new Internet browser window will open (see right for example, though it will depend if you are on a smartphone, tablet or PC what it will look like).

**DO NOT** complete the top part of the page.

Scroll down and please click -**Register with an External Account**.

**SIMS**

Activate Your Account

So that we can confirm your identity, please enter your email address and personal invitation code.

Username

Invitation Code

**Next**

Alternatively you may complete the registration using an External Account.

**Register with an External Account**

Secured by SIMS ID  
ESS Hosted Services: [Check Service Status](#)



## Step 3: Register with an external account

You will be asked to sign in using one of the options given (please read the instructions on next page in full before registering to ensure the correct option has been selected).

DO NOT complete the top part of the page. Scroll down until you see the options.

You should **login using an existing External Account** e.g. your **normal** username and password which you use to login to **Facebook, Google, Microsoft or Twitter** (rather than set up another account specifically for SIMS Parent)

If you do not already have one of these accounts, you will need to set one up to register the Parent App. When you are logging in for the first time, please make sure all your browser windows are closed.

The screenshot shows the registration page for SIMS products. The top section is titled "Register your account for SIMS products" and contains fields for "Username" (with a hint "This is usually an email address") and "Password". Below these fields are a "Show Password" checkbox and a "Forgot Password?" link. A dark blue "Sign in" button is positioned below the password field. A horizontal line with "OR" in the center separates this section from the external account options. These options are represented by five icons: Apple, Facebook, Google, Microsoft, and Twitter. A red circle highlights these icons, and a blue arrow points to the Apple icon with a text box that says "Do not use the Apple Button". A large red 'X' is drawn over the entire sign-in section above the external account options.



## Registering with an external account

Only 4 options are available to sign in.

If you use SIMS Parent for a child at another school, you will need to use your existing account.

If you use a **BT or Yahoo email** for example, you will need to use another account type from the list, e.g., Facebook or Twitter.

Parents should note that St. Joseph's College cannot see or have any access to the option/account you use.

Please note that your activation email is unique to you and should not be used by anyone else. If you require an additional login then please contact the school.

Your activation email will expire after 90 days if it is not used, please contact your school if you require a replacement after this date.

