



8<sup>th</sup> September 2023

Dear Parent/Carer

## Improving our communication with you

We are very pleased to announce the launch of a new communication platform at Waddesdon School which will improve engagement with the school and allow parents and carers to monitor the progress of their child as they flourish in their time at Waddesdon.

Our improved communication capabilities mean that we can send more detailed and personalised information via email, and as a parent you will also have access to SIMS Parent Online either through a web browser or by downloading an App on your phone. You will notice that when you receive an email from the school, it will come from a new email address, Waddesdon Church of England School <[8255408@simms-communications.co.uk](mailto:8255408@simms-communications.co.uk)>. Please make sure that you do not block this sender address.

We are initially launching the SIMS Parent online service (**for the App only**) to the new Year 7 intake for 2023/24. We will be rolling access to the App out to other Year groups in due course. As part of this process, Year 7 Parents and Carers will receive an invitation by email to register with our SIMS Online Service. Once registered, you will be able to login through the App.

## Set up Information for Year 7 Parents

There are TWO steps that you as a Year 7 parent will need to complete.

Step 1. – Create your SIMS Online Service account.

You will receive an invitation by email to create your SIMS Online Service account. You can create an account using a SIMS ID or by using a Third-Party provider. Consider using a Third-Party provider where you can use existing login credentials for any of the following options - Apple ID, Facebook, Google, Microsoft and X (formerly Twitter). Confirm your identity by answering a security question (e.g. the date of birth for one of your children at the school)

Create a strong password with at least 1 capital letter, 1 number, 1 special character and at least 8 characters long. Verify your email address. Once you have created your SIMS Online Service account you can then access details about your child using the App.

Step 2 – Download the App to your phone.

Go to your App Store and search for SIMS Parent. Install the SIMS Parent App developed by Education Software Solutions Ltd. Log into the App using the credentials you used when creating your SIMS Online Service account.

Should you have any issues, please visit our website and go to [www.waddesdonschool.com/communications/](http://www.waddesdonschool.com/communications/) where you will find comprehensive information including setup, troubleshooting and FAQ.

We look forward to the further roll-out to all our year groups in due course.

Yours sincerely,

Duncan Purchase

Network Manager

Waddesdon Church of England School