



# Leavesden Green JMI School & Nursery

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Friday 9<sup>th</sup> October, 2020

Dear Parents/Carers

## **SIMS Parent Lite App**

We have a convenient way for you to access, review and request changes to the data we hold on you and your children direct from your phone.

This app helps us to keep up to date and meets GDPR guidelines.

What will you find in SIMS Parent Lite:

- The contact details we have for you.
- Access to update your contact details, so we always have the most up-to-date information in case of an emergency.
- If you have more than one child at school, you'll have access to this information for all your children.
- School term dates, inset dates

You will be able to access the SIMS Parent Lite app via your smartphone, tablet or PC – anytime, anywhere.

### **Getting started with the SIMS Parent Lite**

1. We will be sending you an activation email. Simply click on the link in the email from your tablet, PC or smartphone to activate your account.
2. You can then login using your normal Facebook, Twitter, Google or Microsoft username and password. Unfortunately if you do not have one of these you cannot access the app.
3. The next stage is to download the app from the Google Play or Apple App store – search for SIMS Parent by Capita.
4. Log in to the app and you will be able to view your child's details.

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 office. Your activation email will expire after 14 days if it is not used, please also contact us if you require a replacement activation code after this date.

**If you have not received an activation email please contact the office so we can check your email address.**

Regards

*M Savern*

Marie Savern

Office Manager

## The SIMS Parent Lite

You will be sent an invitation to access your personalised account – this will be similar to the one below.

Welcome to **SIMS** Online Services



Thanks for your interest in SIMS Online Services.

To join and begin using the system [click this link](#) within the next 14 days.

If the link doesn't work then go to this URL:

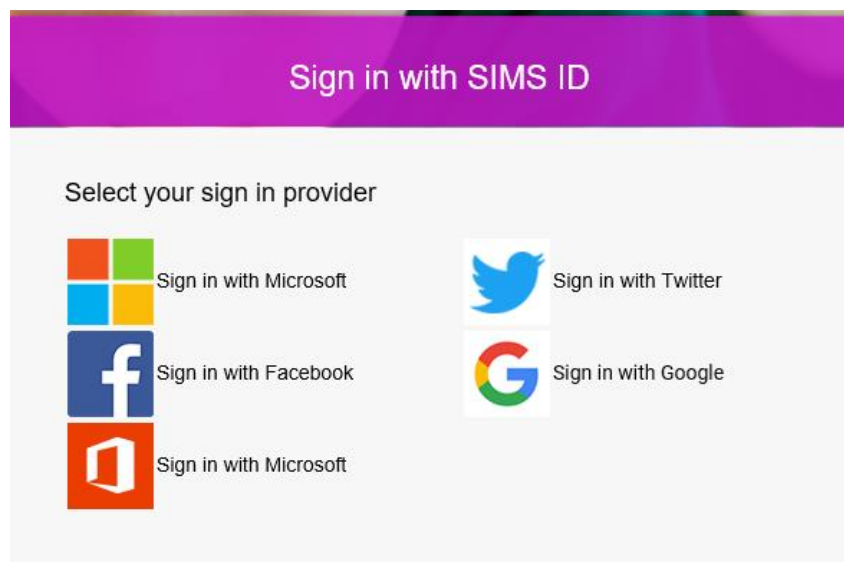
<https://login.sims.co.uk/RegistrationV2/VerifyInitialAdmin>

And use the invitation code **T1DU8Q59IJ**

When you click on the link you will be taken to the sign in page.

Download the App from google play store or apple store.

The SIMS Parent Lite App can be accessed via a single sign on which can be a variety of account types. If you do not have any of the below accounts there are instructions below to create one.



### **If you do not have a Google or Microsoft Account**

#### **Creating a Google Account**

Instructions for how to set up a Google Account are available directly from Google (<https://support.google.com/accounts/answer/27441?hl=en>).

#### **Creating a Microsoft Account**

Instructions for how to set up a Microsoft Account are available directly from Microsoft (<http://windows.microsoft.com/en-GB/windows-live/sign-up-create-account-how>).