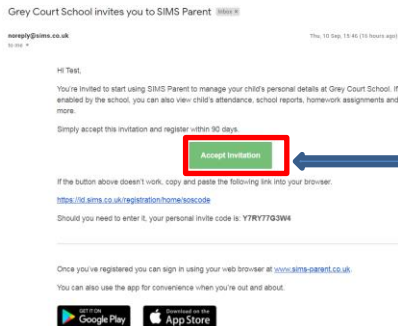


## SIMS Parent Registration Instructions

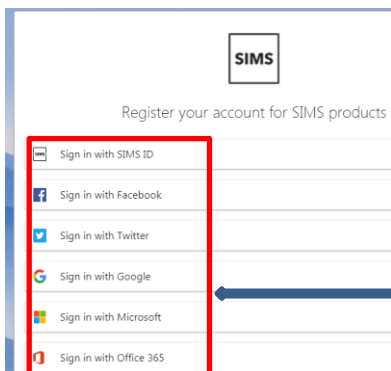
You will receive an email from [noreply@sims.co.uk](mailto:noreply@sims.co.uk) with the subject line 'Grey Court School invites you to SIMS Parent'.

### Step 1



Click on 'Accept Invitation'

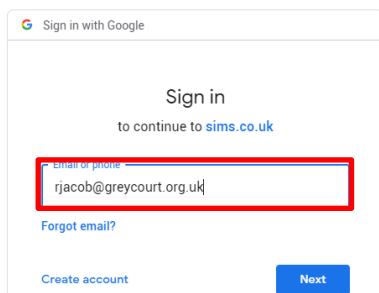
### Step 2



Select an existing account.

*SIMS will not access any of your data. This is used as a verification process. Please **do not choose Sign in with SIMS ID**, this will not work.*

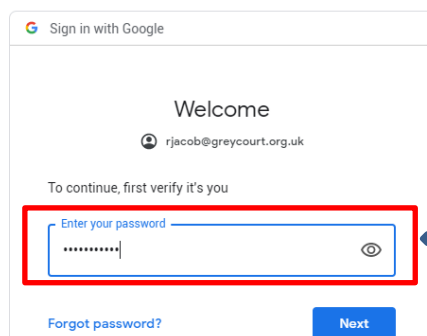
### Step 3



Enter your email address.

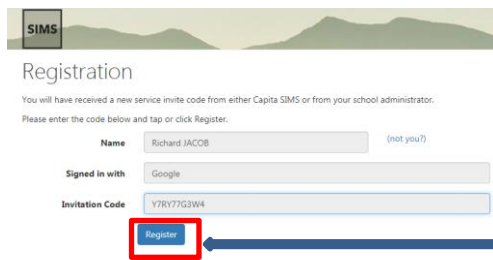
*Although I am using an @greycourt.org.uk domain, our email server is Google so I chose 'Sign in with Google' on the previous page.*

### Step 4



Enter the password to your chosen account.

## Step 5

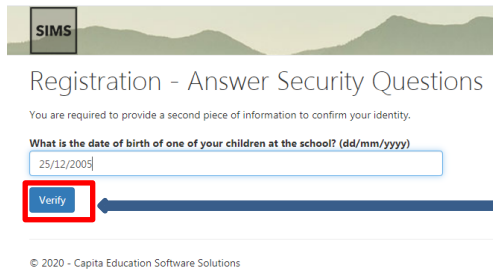


The registration form includes the following fields:

- Name: Richard JACOB (not you?)
- Signed in with: Google
- Invitation Code: Y7RY77G3W4
- Register button (highlighted with a red box)

Select 'Register'.

## Step 6



The security question form includes the following elements:

- Question: What is the date of birth of one of your children at the school? (dd/mm/yyyy)
- Input field: 25/12/2005
- Verify button (highlighted with a red box)

Enter the date of birth of one of your children in the format (dd/mm/yyyy)

## Step 7



The account creation screen displays a progress bar and the text: "Your account is being set up and configured. You will be automatically redirected when this process is complete... Elapsed 3 seconds".

You should see the account creation screen. (No action required here)

## Step 8



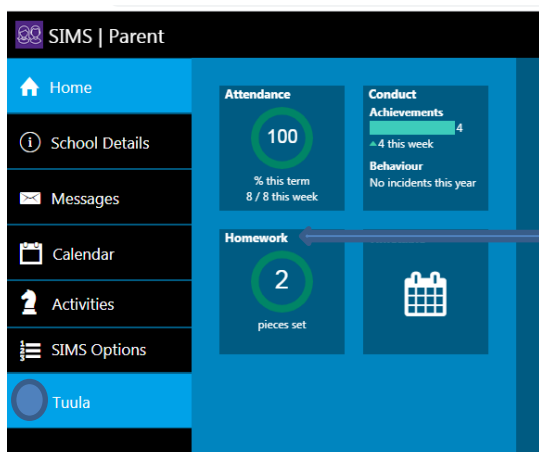
The dashboard features a navigation menu on the left with the following items:

- Home
- School Details
- Messages
- Calendar
- Activities
- SIMS Options
- Tuula (highlighted with a red circle)

Your account is now created. Click on any of your children to see their details. You can access the login page in future via <https://www.sims-parent.co.uk/> or Download the SIMS Parent App.

*You should see all of your children at Grey Court under one account. If any are missing, please email their names to [rjacob@greycourt.org.uk](mailto:rjacob@greycourt.org.uk)*

## Step 9



The child details page shows the following data:

- Attendance: 100% this term, 8 / 8 this week
- Conduct Achievements: 4 in 4 this week
- Behaviour: No incidents this year
- Homework: 2 pieces set

After clicking on one of your children, a range of options will appear. Click on any of the categories for more information.