

February 2020

Dear parent/carer,

Online data collection

We have a convenient new way to update information we hold about your child. You will be able to access our new parent app and website. You can access the system from a smartphone, tablet or PC – anytime, anywhere.

What you will find in the SIMS Parent app:

- School term, inset dates and contact details available at the click of a button
- Access to update your contact details, so we always have the most up-to-date information in case of emergency
- Access to information for all your children, from the same app, if you have more than one child in school.

A page with guides and other helpful setup information is available on our website.

Getting started with the SIMS Parent app

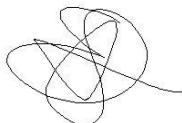
We will send you an activation email after half term. Simply click on the link from your tablet, PC or smartphone to activate your account. If you do not receive one or have updated your email address recently, please contact the school administration office on **info@solebayacademy.org**.

- You can then login using your normal **Facebook, Twitter, Google, Office 365** or **Microsoft** username and password.
- From your smartphone or tablet, download the app from the Google Play or Apple App store - search for **SIMS Parent**.
- From a PC or Windows phone, login online at www.sims-parent.co.uk

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 administration team. Your activation email will expire after 14 days if it is not used, please contact the school if you require a replacement after this date.

If you have any issues accessing this system, please contact the school and your options will be explained to you.

Yours faithfully

A handwritten signature in black ink, appearing to be "Emma Vehit", written in a cursive style.

Emma Vehit

Company Secretary and Data Protection Officer