



OUR REF : .....

TRN : 100483609200003

Date : Monday, 23<sup>rd</sup> November 2020

**Sub: RELAUNCHING THE SIMS PARENT APP.**

Dear Parents,

**Greetings from St. Mary's Catholic High School, Dubai.** We are in the process of re-implementing the SIMS Parent App for the academic year 2020-2021.

Parents of students admitted to the school this year need to do the registration for SIMS Parents APP. All the steps for SIMS Parent APP registration are available on our school website (Parent's info---> SIMS Parent APP) as well as attached to this letter.

Kindly write to [sims.support-smchs@smgeducation.org](mailto:sims.support-smchs@smgeducation.org) to assist you with any issues you might face.

**IMPORTANT NOTE:**

Before the SIMS Parent APP registration process, please make sure that you have your child's school EMAIL ID and PASSWORD.

Yours sincerely,

**Mr. Paul Asir Joseph**  
**( Principal )**





SIMS  
PARENT APP  
GUIDE



# LOGGING INTO SIMS PARENT APP:

**New Admission:** Students newly admitted to SMCHS will have to do the registration for SIMS Parent App. (Steps for registration in next slides).

**Existing Students:** Parents who already have SIMS Parent APP account registered previously can have the access to SIMS Parent App on their mobile or visit the website <https://www.sims-parent.co.uk> by using the option (Sign In with GOOGLE) and login with the school email account of the child.

For any support on SIMS Parent App, kindly send an email with student details to [sims.support-smchs@smgeducation.org](mailto:sims.support-smchs@smgeducation.org)



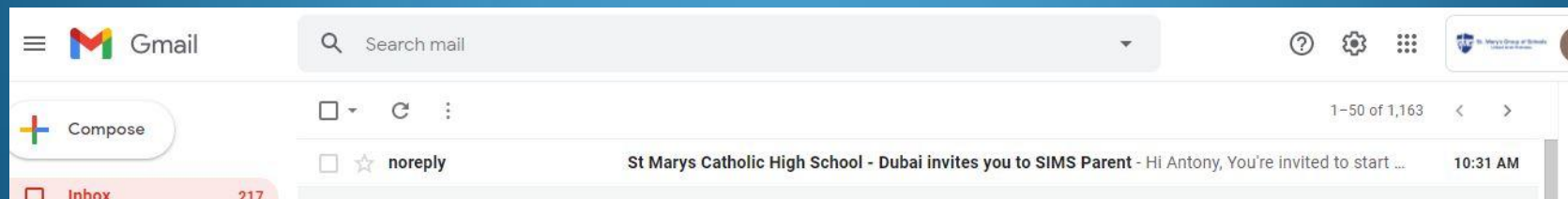
## SIMS PARENT APP REGISTRATION PROCESS

SIMS PARENT APP allows schools to easily communicate with Parents. Whether it's sharing information such as:

- Important Circulars
- Attendance
- School Report Cards
- Data Collection

For SIMS Parent App registration, IT Support would be sending a registration email that contains a unique registration link and an invitation code to your child's school email account.

This email will be sent from Capita SIMS (noreply@sims.co.uk). If you cannot find this email, please check your junk mail and ensure it has not been marked as SPAM..






## SIMS PARENT APP REGISTRATION PROCESS

Click “Accept Invitation” to start the registration.

If you had to select the web address in the email, you will need to copy the invite code from the email and paste it into the space provided.

Once the invitation is accepted, a new window will open & you will be asked to log in

St Marys Catholic High School - Dubai invites you to SIMS Parent Inbox x

 **noreply@sims.co.uk**  
to me ▾ 10:31 AM (0 minutes ago) ☆ ↶ ⋮

Hi Antony,

You're invited to start using SIMS Parent to manage your child's personal details at St Marys Catholic High School - Dubai. If enabled by the school, you can also view child's attendance, school reports, homework assignments and more.

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://id.sims.co.uk/registration/home/soscode>

Should you need to enter it, your personal invite code is: **JDWR6C7RHV**



## SIMS PARENT APP REGISTRATION PROCESS

Select option – Sign in with Google

The image shows a registration screen for SIMS products. At the top, the Capita logo is displayed. Below it, the text reads "Register your account for SIMS products". There are seven buttons for different sign-in methods, arranged vertically. The "Sign in with Google" button is highlighted with a red rectangular border. The buttons are: "Sign in to SIMS ID", "Sign in with Facebook", "Sign in with Twitter", "Sign in with Google", "Sign in with Microsoft", "Sign in with Office 365", and "Sign in with Apple ID".

Capita

Register your account for SIMS products

Sign in to SIMS ID

Sign in with Facebook

Sign in with Twitter

Sign in with Google

Sign in with Microsoft

Sign in with Office 365

Sign in with Apple ID



## SIMS PARENT APP REGISTRATION PROCESS

Once you are logged in with the school email account of your child, you will see the below screen.

**Click Register.**

**SIMS**

# Registration

You will have received a new service invite code from either Capita SIMS or from your school administrator.  
Please enter the code below and tap or click Register.

**Name**  [\(not you?\)](#)

**Signed in with**

**Invitation Code**



## SIMS PARENT APP REGISTRATION PROCESS

Enter the date of birth of your children attending the school. This is for security purposes only.

Kindly enter the date of birth in **DD/MM/YYYY** format OR the date format set in your PC/Laptop.

Click **Verify** to complete the registration process.

The screenshot shows the SIMS Parent App registration interface. At the top left, there is a SIMS logo. The main heading is "Registration - Answer Security Questions". Below this, a message states: "You are required to provide a second piece of information to confirm your identity." The question is "What is your date of birth? (dd/mm/yyyy)". A text input field is provided with the placeholder text "Please enter your answer". A red rectangular box highlights this input field. Below the input field is a blue button labeled "Verify".





# SIMS PARENT APP REGISTRATION PROCESS

Once registration is completed and your account is created., you will see the SIMS Parent site screen as below.

**SIMS | Parent** St.Mary's Catholic High... Antony Ronald Regan

**St.Mary's Catholic High School**  
 04 3370 252  
 maryscol@emirates.net.ae  
 www.stmarysdubai.com

**St Mary's Catholic High School**

**Messages** 28 New

Weekly Attendance	20 Nov 2020
Weekly Attendance	13 Nov 2020
Weekly Attendance	6 Nov 2020
Weekly Attendance	30 Oct 2020
Weekly Attendance	23 Oct 2020

**Calendar** 0 Today 0 Tomorrow

**Activities**

**SIMS Options**

**Antonio**

[Privacy Policy](#)



## SIMS PARENT APP REGISTRATION PROCESS

Click on the Student to see the menu for :

- Attendance
- Messages
- Reports

The screenshot displays the SIMS Parent app interface. On the left is a dark navigation menu with the following items: Home (house icon), School Details (info icon), Messages (envelope icon), Calendar (calendar icon), Activities (chess knight icon), SIMS Options (hamburger menu icon), and a profile section for Antonio (profile picture icon). The main content area is light blue and contains four dashboard cards: Attendance (89% this term, 1/1 this week), Assessment (star icon), Timetable (calendar icon), and Reports (document icon with 'No data available' text).

**SIMS | Parent**

- Home
- School Details
- Messages
- Calendar
- Activities
- SIMS Options
- Antonio

**Attendance**  
89  
% this term  
1 / 1 this week

**Assessment**  
★

**Timetable**  
📅

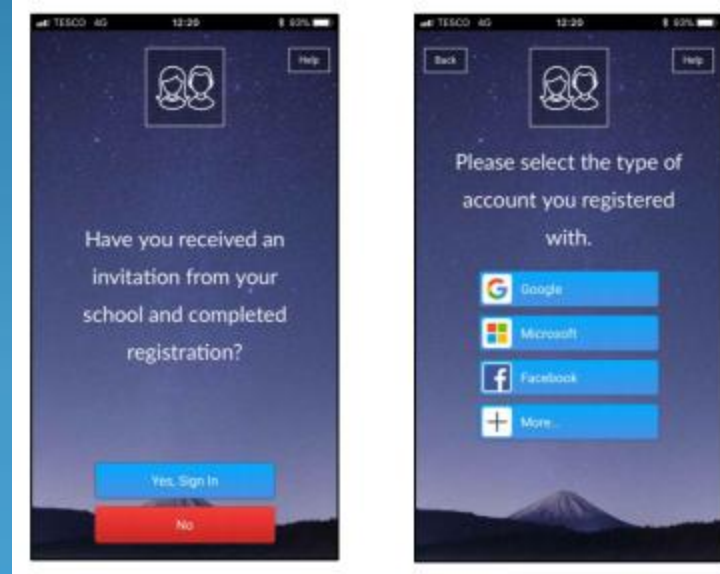
**Reports**  
📄  
No data available



## DOWNLOAD SIMS PARENT APP

The SIMS Parent app can be downloaded for free from the Apple Store (iOS) or the Play Store (Android).

1. Open the Play Store or Apple Store on your device.
2. Using the Search facility, enter **SIMS Parent**.
3. Select SIMS Parent by Capita from the search results.
4. Tap READ MORE for more information or INSTALL to download the app.
5. Once the app has downloaded successfully, tap Open to register and start using the app.



6. If you have access to a tablet device, laptop, desktop computer you can sign in via the following website <https://www.sims-parent.co.uk>



## Frequently Asked Questions (FAQ's)

What devices can I use to access SIMS Parent?

SIMS Parent can be accessed via any desktop PC or laptop. The SIMS Parent app can be accessed on Apple or Android devices.

How do I download the app?

The SIMS Parent app can be downloaded for free from the Apple Store or the Play Store. Please refer to the guide above.

How do I log in for the first time?

Full instructions for registering a SIMS Parent account can be found in the guide above.

I can't find my account registration email. What should I do?

If you cannot find the account registration email, please check your junk mail and ensure it has not been marked as SPAM. If you still have not received your account registration email, please send email to School IT Support Team [sims.support-smchs@smgeducation.org](mailto:sims.support-smchs@smgeducation.org)



## Frequently Asked Questions (FAQ's)

### How do I log in?

You will have received an email invitation from your school directing you to complete the registration process for SIMS Parent. Parents can access the SIMS Parent website by going to <https://www.sims-parent.co.uk> or via the SIMS Parent app. Once the SIMS Parent app is downloaded onto a mobile device, an icon will be available on the device menu that will take you directly to the app.

Registration for SIMS Parent is completed via sign in with GOOGLE option and using the school email account of the child.

### I can't remember my password. What should I do?

Please send email to [itsupport-smchs@smgeducation.org](mailto:itsupport-smchs@smgeducation.org) for resetting your password.

### I have signed into SIMS Parent before but I can't sign in now. What should I do?

Ensure you are logged in with the correct account (i.e. the account you used during the SIMS Parent registration process). Please sign out of all accounts from the browser and close the browser completely. Open a new browser window and log in to SIMS Parent, using the account details you used during the registration process. If you still cannot sign in to SIMS Parent, please contact your school directly for assistance



*Thank you*

FOR ANY MORE QUERIES SEND EMAIL TO

**[sims.support-smchs@smgeducation.org](mailto:sims.support-smchs@smgeducation.org)**