



ST. MARY'S *Catholic High School, Dubai*

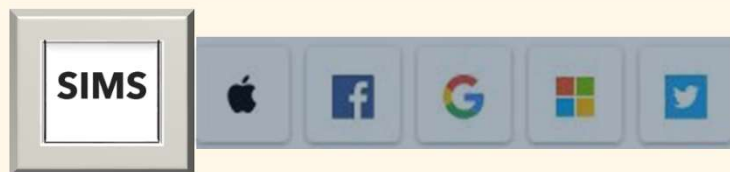
Important: Please register using the same personal parent email address that received the invitation. Do not use the student's school email address or any other email address.

Before you begin:

- Make sure you have received an invitation email from noreply@sims.co.uk.
- If using a shared computer, sign out of all accounts or use a private browsing window to avoid registration issues.
- Use the parent personal email address that received the invitation. Each parent should use their own invitation/email where separate access has been issued.
- Check your spam folder: Sometimes emails can be mistakenly marked as spam. Please check your spam or junk folder for an email from noreply@sims.co.uk.
- If you have already registered previously, do not create another account. Use Forgot Password or contact the school for help.

ATTENTION

PLEASE NOTE: When the registration page offers an External Account option, do not choose it. Continue with SIMS registration using the parent personal email address as the username.





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Steps:

1. Accept the invitation

Open the invitation email and click Accept Invitation. You will be taken to the Activate Your Account screen. The invitation code from the email should already be filled in.

Hi /,

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://registration.sims.co.uk>

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

Once you've registered you can sign in using your web browser at www.sims-parent.co.uk.

You can also use the app for convenience when you're out and about.

2. Enter the parent email address

Enter the same personal email address that received the invitation in the Username field, then click Next.

SIMS

Activate Your Account

So that we can confirm your identity, please enter your email address and personal invitation code.

Username

@gmail.com

Invitation Code



Next

Alternatively you may complete the registration using an External Account.

Register with an External Account

Secured by SIMS ID
ESS Hosted Services: [Check Service Status](#)



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3. Verify your identity

Answer the security question using the date of birth of one of your children at the school. Enter the date exactly in the format shown on screen, then click Next.

SIMS

Account Registration

So that we can confirm your identity, please answer your security question below.

What is the date of birth of one of your children at the school? (DD/MM/YYYY)

Next

Secured by SIMS ID
ESS Hosted Services: [Check Service Status](#)

4. Create your SIMS ID password

Create a password that meets the school's current Normal password policy. The registration screen requires at least 8 characters, including at least one capital letter and at least one number. Keep this password secure.

SIMS

Create a Strong Password

At least one capital letter
At least one number
At least 8 characters

Password

Confirm Password

☐ Show Password

Next

Secured by SIMS ID
ESS Hosted Services: [Check Service Status](#)

SIMS

Account Registration

Your account has been successfully created.
You are now able to log in.

Log In

Secured by SIMS ID
ESS Hosted Services: [Check Service Status](#)



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5. Sign in to SIMS Parent

After registration is complete, sign in to the SIMS Parent App or SIMS Parent web portal. Choose SIMS and use the parent personal email address as the username together with the password you created.

Select SIMS option



Sign in to SIMS ID

Username

This is usually an email address

Password

Password

☐ Show Password

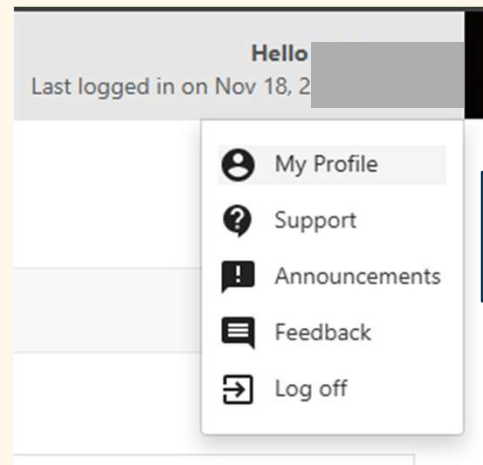
[Forgot Password?](#)

Sign in

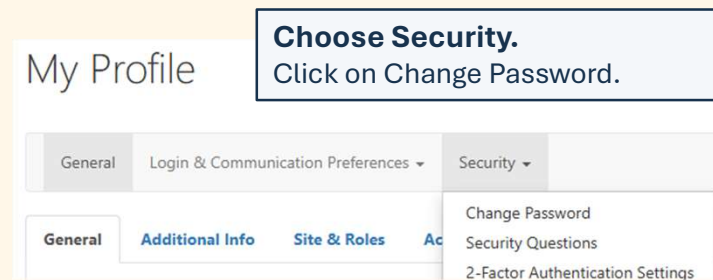
Enter your email id
as username and the
newly set password

Password management

To change your password after signing in: open your profile, go to Security, and choose Change Password. If you use a password-reset email, use the newly created password from that point onwards.



Click on your name in the app/portal.
Select My Profile.



Choose Security.
Click on Change Password.

If you cannot sign in

Issue	What to do
Forgot password	Use Forgot Password on the SIMS sign-in page and follow the reset email sent to your registered parent email address. After a password reset is completed, the old password will no longer work.
Forgot username	For new registrations, start from the Accept Invitation button/link in the SIMS Parent App invitation email. During registration, use the same personal email address that received the invitation as your username. If you are unsure about the username, please contact the school.
Account locked	Do not keep trying different passwords. Contact the school if self-service recovery does not work so the active account can be checked/unlocked or reset.
Invitation says already used / account already exists	Do not create another account. Try signing in with the existing parent email and use Forgot Password if required.
Parent already has a SIMS Parent account	Do not create a new account. Sign in using your existing SIMS Parent account. Once the newly joined child has been linked to your parent contact in SIMS, the child should appear in the same Parent App account. If the new child does not appear, please contact the school.
Invitation not received	Check Spam/Junk first. If still not received, contact the school and confirm the parent email address recorded in SIMS.

Support note

Please keep your email address up to date with the school. SIMS Parent access and password recovery depend on the email address associated with the parent/contact record.