



Dear Parent/Guardian,

In order to share information with parents more easily and more effectively we would like to share the '**SIMS Parent App**', a free and easy to use e-communication system that will allow you to receive a range of information direct to your phone, tablet or PC.

To sign up to the '**SIM's parent app**' you will need to follow the instructions at the end of this letter.

The '**SIM's parent app**' provides a new convenient way for you to access and review information about your child in school and receive updates and news from the school relating to your child. Once setup it will include a range of information such as:

- School term dates, inset dates and contact details
- Attendance and achievement information
- Pupil timetables and special event announcements
- Latest parent update letters and other communications
- Pupil reports
- If you have more than one child at school, you'll have access to this information for all your children from the same app.

INSTRUCTIONS TO REGISTER FOR THE PARENT APP

Before you begin the registration process, you will need the following:

- **Your unique registration email.** Bryngwyn will send you a registration email that contains a registration link and an invitation code. This email will be sent from 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.
- The **date of birth** of one of your children who attend the school.
- A Microsoft (including Office 365), Google, Apple, Facebook, Twitter account. You can use an existing account (e.g. Hotmail account) or create a new one online – they are free, easy to setup and you can use any valid email address and password.



Ysgol Bryngwyn School

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Getting Started

- Open the email and click on the button or copy and paste the website URL as instructed. A new internet browser window will open and you will be asked to log in.
- **IMPORTANT – Please do not try to login to the SIMS ID account.**
You should register with one of the following:



Click the icon for the relevant third-party account and you will be directed to sign in using your existing details.

IMPORTANT NOTICE: you will be guided through the login process. Once logged in, you will be asked if you want to authorise SIMS Parent to use your account.

- You will be now be asked for an invitation code.
- If you were able to use the button on the email you received, this field will be populated automatically.
- 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.
- Click the **Register** button to continue.
- Enter the **Date of Birth** of one of your children attending Bryngwyn in the format **dd/mm/yyyy** (e.g. 12/06/2011) and click the **verify** button.

This is for security purposes only and this information will not be used in the SIMS Parent system.

Your account is now created. On completion, you will see the **SIMS Parent** site.

Please email joanne.morgan@bryngwyn.cymru or telephone 01554 784219 if you require any further assistance.

Kind regards,

Bryngwyn School

