



Sir Graham Balfour School

Member of Sir Graham Balfour Multi-Academy Trust

12th September 2017

Dear Parent/Carer

The new Parent App – easy access to important school information on your child/children

We have a convenient new way to share information with you about your child's school life. Shortly, you'll be able to access our new parent app and website. This will replace our Gateway, which most parents currently use. You can access the system from a smartphone, tablet or PC – anytime, anywhere.

What will you find in the SIMS Parent app:

- Important information such as attendance, behaviour, achievement and homework
- School term, INSET dates and contact details available at the click of a button
- Access to your child's/children's school report
- Receive notifications to remind you about important information such as key dates for your diary
- Access to update your contact details, so we always have the most up-to-date information in case of emergency
- If you have more than one child at school, you'll have access to information for all your children, from the same app.

The information that you receive through the app will help you to stay up-to-date with your child's school life as well as support your child's development and progress.

Getting started with the SIMS Parent app

1. We will send you an activation email (from noreply@sims.co.uk), simply click on the link from your tablet, PC or smartphone to activate your account. Please note, this activation email will be sent out on Friday 15th September, by which time all of you should have received this letter.
2. You can then login using your normal **Facebook, Twitter, Google** or **Microsoft** username and password.
3. From your smartphone or tablet, please download the app from the Google Play or Apple App store - search for **SIMS Parent**.
4. From a Personal Computer or Windows phone, login online at www.sims-parent.co.uk

Please note:

1. Your activation email is unique to you and should not be used by anyone else. If you require an additional login then please contact parentapp@sirgrahambalfour.staffs.sch.uk at school.
2. Your activation email will expire after 14 days if it is not used; please contact the above email address if you require a replacement after this date.
3. Access to the Gateway, our current portal for parental information, will cease to operate from Friday 29th September.

Yours faithfully

Mrs L D Beck
Headteacher

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Headteacher: Mrs L D Beck Deputy Headteacher: Mr M M Mason

Sir Graham Balfour School is part of the Sir Graham Balfour Multi-Academy Trust, a charitable company limited by guarantee and registered in England and Wales with company number 10238899. The registered office is at Sir Graham Balfour High School, North Avenue, Stafford, ST16 1NR.

