

What do I need, to register for the SIMS Parent App?

Before beginning the registration processes, you will need the following:

1. Your unique registration email. (St. Olave's will send you a registration email that contains a **registration link** and a **unique invitation code**).
2. This email will be sent from Capita SIMS (**noreply@sims.co.uk**). If you cannot find this email, **please check your junk mailbox** and ensure it has not been marked as SPAM.
3. The date of birth of one of your children who attends St. Olave's.
4. Most users will not have a SIMS ID account (*some school staff may*). Therefore, MOST users will need to register using a federated account – ie a third-party account that they may already have. This can be either a Microsoft/Office 365/Google/Twitter or Facebook account. (if you do not have one of these click [HERE](#)).

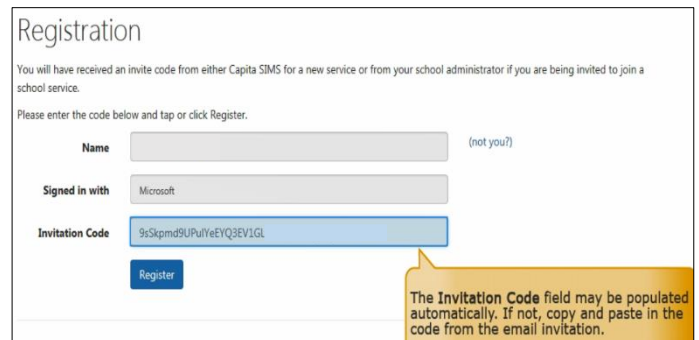


NOTE: The Parent App does not have its' own password, but 'piggybacks' off the login credentials of the federated account you use for the initial registration process. Therefore when accessing the Parent App, post registration, please ensure you use the SAME federated account you used for the initial registration

How do I register for the SIMS Parent App?

IMPORTANT NOTE: Before completing the registration process, you should be signed out of the chosen account you're planning on using to register with. (Alternatively, the registration process should be carried out in a private browser window.)

1. Open your unique registration email and click the **registration link** as instructed. A new internet window will open and you will be asked to log in.
2. Select the Third-Party account (Twitter, Google, Microsoft, Facebook, Office 365) and you will be directed to sign in using your existing details.
3. 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 – select "Yes".
4. You will now be asked for an **Invitation code**.
(Your unique invitation code should automatically appear on the SIMS Registration page, if not, simply copy and paste it in.)
5. Enter the date of birth of one of your children. This is for security purposes only and will not be used in the SIMS parent system.
6. Click the Verify button
Your account will then be configured. – if for any reason the link does not work, simply enter the following into your browser <https://id.sims.co.uk/registration/home>



Accessing the Parent App

1. If using a mobile device, you will be able to access the App via the App icon.
2. If using a PC you will be able to access via www.sims-parent.co.uk
3. PLEASE ACCESS VIA THE SAME FEDERATED ACCOUNT YOU REGISTERED WITH

