



Washington
Academy
Enriching Lives, Inspiring Ambitions

RE: Parent App and Communications

Dear Parent/Carer,

We are improving the way that we communicate with you and we will be using a new 'app' based system, accessible on mobile phones, tablets, and PCs. This new system is free, as well as being simple and easy to both set up and use.

We have decided to implement this change in communication between you and the school in order to give you greater control and visibility of your child's education and progression, as well as allow you to receive updates from our school as soon as they are announced.

The new SIMS Parent app will allow you to monitor your child's attendance and reports, as well as giving access to their student diary and timetable, giving you greater oversight and assurance over your child's wellbeing and safety. Alongside these benefits, the app will also allow us to communicate much faster with you, allowing you to keep up to date with events at the school, such as trips or closures, parents evenings, after-school sessions, and enable us to effectively communicate the progress your child is making with us. You will be able to use the app to update your contact details so we always have the most up-to-date information in case of emergency.

We truly believe using this app is vital in enabling you to actively engage with your child's education and that it will benefit them on their journey towards excellence in the classroom and beyond. For this reason we have chosen an app which is streamlined, coherent, and the easiest to operate, so all parents and carers will be able to take advantage of it.

You will receive an invitation by email to use this new system this week. In this email there will be a link for you to register an account. You can then download the SIMS Parent app by going to your device's Google Play or Apple Store, where you can then download the SIMS Parent App by Education Software Solutions Ltd. We will use the email address that we currently hold on file to send you your invitation. If you have more than one child at the school, you will be able to access information for all your children on the app, and only need to register once.

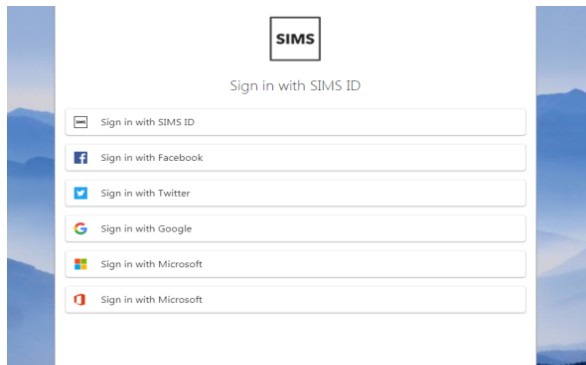
For more information about the app and a guide for installing it, please continue reading below.

Yours Faithfully,
Washington Academy.



Registering for the App

1. Our school will organise for an invitation to register for the app to be sent to your email address. This will be the email address we have on file for you. If you need to update your details, please contact us immediately at washingtonenquiries@consilium-at.com
2. You will then receive your invitation email from SIMS. Please check it is not in your spam folder. If you have not received an invitation email, please contact washingtonenquiries@consilium-at.com
3. Open the email and click the invitation link inside.
4. You will be directed to a new web page and will be asked to register for the SIMS Parent app using your email.



5. Complete the registration form and log in process to authorise your SIMS Parent app account.
6. You will then be asked for an invitation code. This code will be given to you in your invitation email.
7. If your invitation code is not already filled in, please input the invitation code from the email.
8. Enter the date of birth for one of your children attending the school. This information is merely for security purposes and will not be used by the app.

9. Click verify and complete your registration.



How to Download the App

The app is free to download and can be used on both iPhone and Android devices.

1. Open the Apple store or Play store on your mobile device.
2. Search 'SIMS Parent app' and select SIMS Parent by Education Software Solutions Ltd.



3. Click install to download the app
4. Once installed, open the app on your device.

5. You will be asked 'Have you received an invitation from your school and completed registration?' Click yes



6. Sign in with your registered account.

