



St Edward's  
School

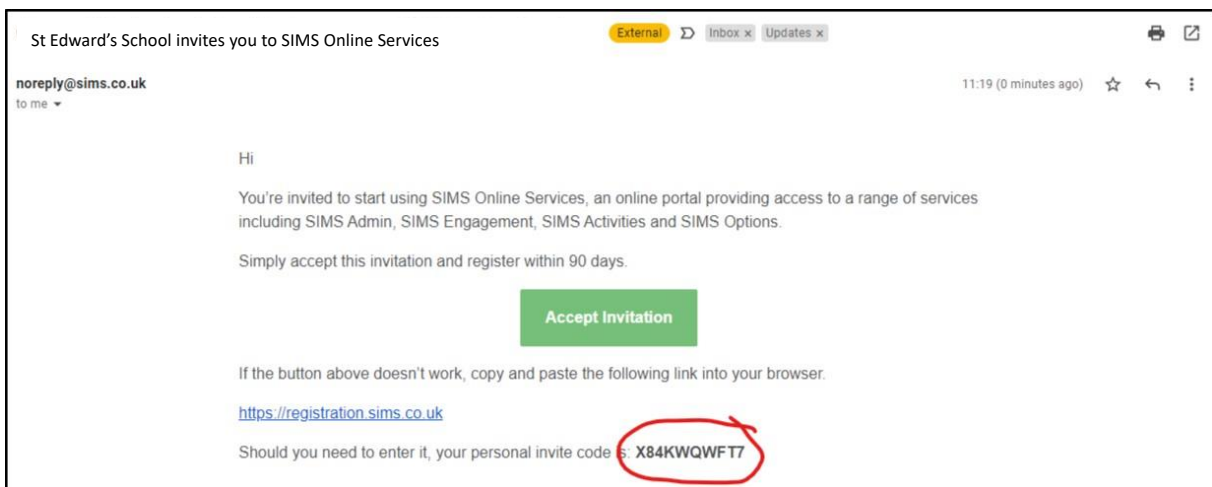
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## St Edward's School – SIMS Instructions

### How to register for your SIMS account

Due to changes to the registration process, please use the following instructions to register for a SIMS account using a third-party account, such as Apple, Google, Microsoft, Twitter, Facebook, etc.

Once you receive your invitation, from within the message, please copy the bold invite code underneath the green 'Accept Invitation' button.



When you have copied the code, click the 'Accept Invitation' button, which will open a browser page to the SIMS 'Activate Your Account' page.

**SIMS**

Activate Your Account

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

Username

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](#)

At the bottom of this page is a blue button 'Register with an External Account'. Click this button and from the next page select one of the social media icons for your preferred third-party account.

***NB: Please do not insert your email address in the Username field at the top, this will generate your own SIMS ID. We no longer use a SIMS ID and are unable to support accounts using this method.***



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From the 'Register' page please click the Social Media Icon that reflects your preferred third-party account.

This will be the account you use as the sign-in method to access your SIMS account.

*For illustration purposes, we will select the Microsoft icon.*

Click the Microsoft icon to open the next account selection page.

Enter your Microsoft account details.

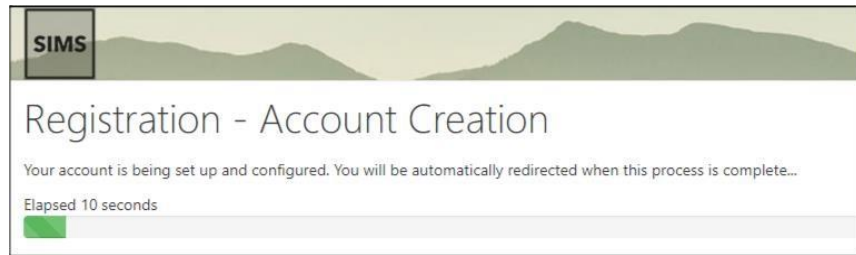
When you are signed in, you will be taken to the SIMS 'Registration' page.

Your name should automatically populate in the Name field. Please paste your invite code into the Invitation field and click Register. This will then proceed to create your SIMS account.



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When completed it will open your account within the browser.

## How to use the Mobile App to access your account

Please sign out of your web browser and proceed to download the App from the Apple App store, Google Play store or Android store. If you are a Student it will be Green Sims Student and for parents it will be Purple Sims Parent

Apple - <https://apps.apple.com/gb/app/sims-parent/id1106452691>

Android

<https://play.google.com/store/apps/details?id=uk.co.capita.sims.mobile.parentapp>

Website - <https://www.sims-parent.co.uk/>

Once the App is installed, launch the App and from the 1st screen click the blue 'Yes, Sign In' button, then click the social media icon for the account you used when registering for your SIMS account. Enter your personal credentials for your account.

You will then be able to access your SIMS account via the App.

Should you experience any issues during the registration process please contact St Edward's

School: [simsparehelp@st-edwards.poole.sch.uk](mailto:simsparehelp@st-edwards.poole.sch.uk)