



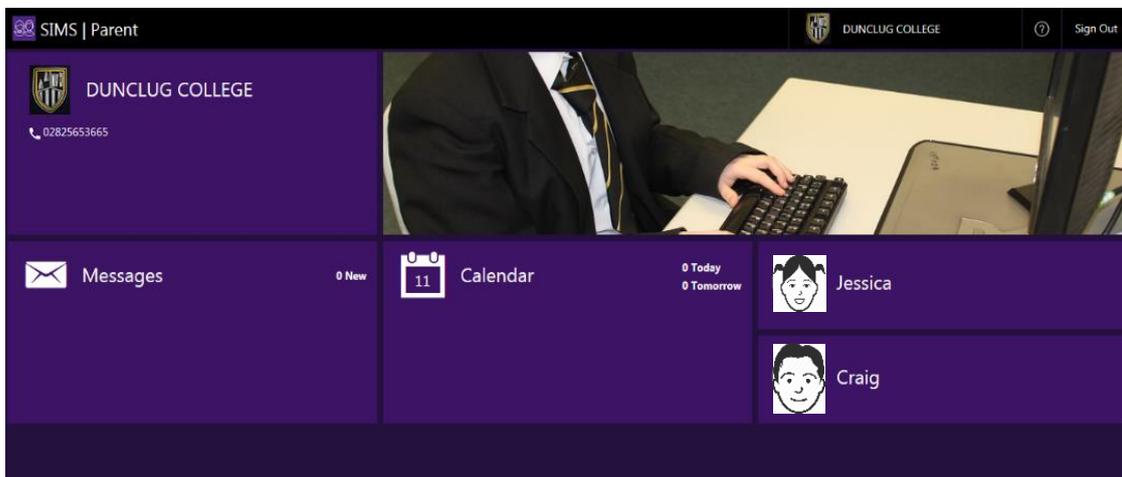
DUNCLUG COLLEGE

AD VITAM PARAMUS

September 2023

Dear Parent/Carer

The college has made a commitment to improving our level of communication with you by use of SIMS Parent App. You will be able to view, through your smart phone, tablet or online format on PC, various aspects of your child's schooling including timetable, attendance, merits and reports. There will be a phased release of these various elements, and subsequent additional aspects, to allow for familiarisation. The reduction in postage will help us to be more environmentally friendly and reduce our carbon footprint as well as minimising unnecessary costs.

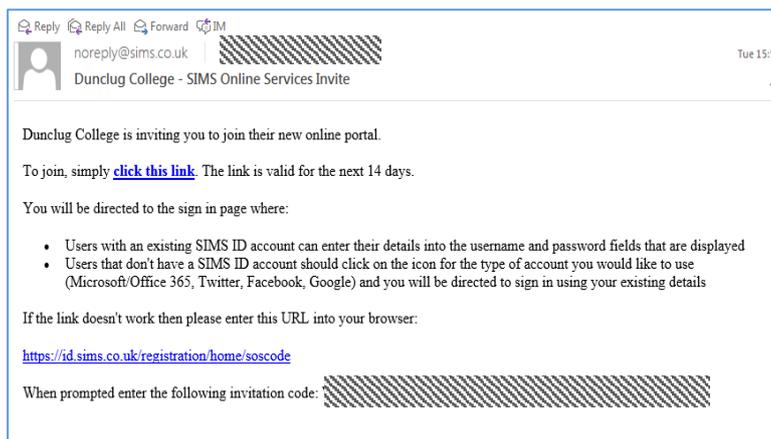


If you wish to use Parent App the college must be aware of your active email address. If you have not already done so, please contact the college and provide your email address.



What happens next?

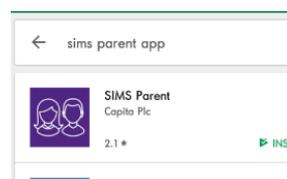
When activated by the college ParentApp will contact you through your email address. **You will receive an email similar to the one shown here which has a link for you to click to complete the registration.** Easy to follow steps are provided after this and you should be able to complete the process. Once activated you have two methods by which you can access Parent App.



Method 1



Smartphone and App – ParentApp is available to Android or Apple users. You can download the ParentApp from Google Play or the Apple App store. Search for SIMS Parent App, select the icon shown and download as usual. You can then log in using your email username and password.



Method 2

Website – Using the URL below you can access the Parent App website and sign in using your email username and password. Once you have found this webpage we recommend saving it to your favourites or favourites taskbar to make it easier the next time you wish to use it.

<https://www.capita-sims.co.uk/products-and-services/sims-parent-app>

ParentApp works very smoothly for the vast majority of parents but there are times when mobile phones cause issues for apps or glitches occur. Whilst ParentApp is not controlled by the school please let us know if you are having difficulties and we will send you out a new invite.

Yours sincerely

J McClintock

Mr J McClintock

Director of Evaluation and Development