



Registration Process for SIMS Student and Accessing SIMS Student

This document outlines the process for registering for and accessing SIMS Student and contains the following information:

Section 1 – Registering for SIMS Student

Section 2 – Accessing SIMS Student Once You Have registered

‘SIMS Student’ does not replace your Planner which must still be kept up to date.

Section 1 – Registering for SIMS Student

You will receive the following registration email from noreply@sims to your Wellington Academy email address.

Hi XXXXXXXX,

You're invited to start using SIMS Parent to manage your child's personal details at Wellington Academy. If enabled by the school, you can also view child's attendance, school reports, homework assignments and more.

Simply accept this invitation and register within 90 days.

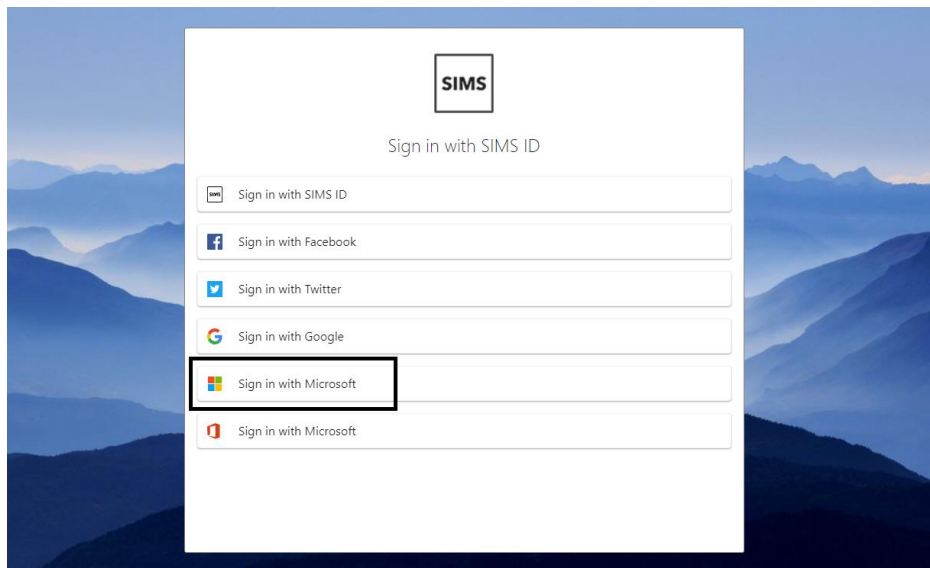
Accept Invitation

If the button above doesn't work, copy and paste the following link into your browser.

<https://id.sims.co.uk/registration/home/socode>

Should you need to enter it, your personal invite code is: QRXH26 [REDACTED]

Click on **Accept Invitation** and you will be taken to the following page:



Click on **Sign-in with Microsoft** (highlighted in the box above), enter your Wellington Academy email address (for example, SmithX20@thewellingtonacademy.org.uk) and password when asked, accept any permissions if asked, and you will be taken to the below page:

SIMS helping schools inspire

Registration

You will have received a new service invite code from either Capita SIMS or from your school administrator.
Please enter the code below and tap or click Register.

Name (not you?)

Signed in with

Invitation Code

[Register](#)

The page will have auto-filled with your details (name, how you signed in and the invitation code from the registration email). Please check it is your name in the Name section. Click [Register and you will be taken to the following page:](#)

SIMS helping schools inspire

Registration - Answer Security Questions

You are required to provide a second piece of information to confirm your identity.
Please answer the following question.

What is your date of birth? (dd/mm/yyyy)

[Verify](#)

© 2017 - Capita Children's Services

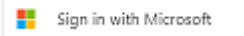
Enter your date of birth **in the correct format (dd/mm/yyyy) – for example 01/11/2011**

You are now activated. You only need to register once and can delete the noreply@sims email. Whenever you log in after you have registered, you follow the guide in Section 2 below.


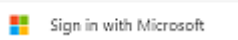
Section 2 – Accessing SIMS Student

You now have two ways to access SIMS Student

Via the Online Portal

To access via the web, go to www.sims-student.co.uk and click on  , enter your Wellington email address (for example, SmithJ20@wellingtonacademy.org.uk) and password when asked, and you will be directed to your Home Page.

Or you can go the Wellington Academy website (www.thewellingtonacademy.org.uk) and go to the SIMS Parent/SIMS Student page. Scroll to the bottom of the page and click on


 and then click on  , enter your Wellington Academy email and password when asked, and you will be directed to your Home Page.

Via the App.

Go to the Google Play or Apple App stores and download the SIMS Student App (see below). There are different versions for iPhone and iPad so please ensure you use choose the correct one.



Once downloaded, open it up and click that you have completed your registration (if asked) and the Click Sign In.

Then click on  and enter your Wellington Academy email address (for example, SmithX20@thewellingtonacademy.org.uk) and password when asked, (you may be asked if you want to stay signed in. Click No), and your Home Page will load.