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SCHOOL IN READING
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14 October 2019

Dear Parents / Guardians and students

The new Student App – easy access to your timetable and reports

Today we are rolling out the new SIMS student app to all students. This app replaces the Learning Gateway as the means by which we will be delivering key information to students including reports.

You can access the system from a smartphone, tablet or PC – anytime, anywhere.

What you will find in the SIMS Student app:

- Your attendance
- Access your school report(s)
- Your timetable

Your child will receive an activation email which will be sent to their school email address in Outlook. I would encourage them to set up the app on their chosen device ready to receive the first school report of the year which will be published on 21 October for years 9, 10 and 11 and on 18 November for years 7 and 8.

For support with Student App, please use the following email address:

Email: **studentapp@maidenerleghschool.co.uk**

Full instructions are shown below.

Yours sincerely

G. Attridge

Mr G Attridge
Trust Lead for Assessment and Reporting

How do I register?

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

- **Your unique registration email. Your school will send to you a registration email that contains a registration link and an invitation code. This email will be sent from Capita SIMS (noreply@sims.co.uk). If you cannot find this email, please check your junk mail and ensure it has not been marked as SPAM.** *Please note that your activation email is unique to you and should not be used by anyone else.*

- **Your date of birth.**

- **A Microsoft, Google, Facebook or Twitter account. You can use an existing account (e.g. a Hotmail account) or create a new one online - they are free, easy to set up and you can use any valid email address and password.**

Getting Started

1. Open the email and click the link or the website URL as instructed. A new internet browser window will open and you will be asked to log in.

2. You should register with a Microsoft (including Office 365), Google, Facebook or Twitter account. Click the icon for the relevant Third Party account (Facebook and Twitter are accessible via the **Use another provider** button) and you will be directed to sign in using your existing details.

3. *IMPORTANT NOTE: You will be guided through the login process. Once logged in, you will be asked if you want to authorise SIMS Student to use your account.*

4. You will now be asked for an **Invitation code**.

   - If you were able to use **click this link** in the email you received, this field will be populated automatically.

   - If you had to select the web address in the email, you will need to copy the invite code from the email and paste it into the space provided.

5. Enter your **Date of birth**.

6. This is for security purposes only.

7. Click the **Register** button to continue.

Download the app
The SIMS Student app can be downloaded for free from the Apple Store or the Play Store.

1. Open the Play Store or Apple Store on your device.

2. Using the Search facility, enter SIMS Student.

3. Select **SIMS Student** by **Capita Plc** from the search results.

4. Tap **READ MORE** for more information or **INSTALL** to download the app.

5. Once the app has downloaded successfully, tap **Open** to register and start using the app.

NOTE: Once downloaded, the SIMS Student app is available as a shortcut on your device.

Full instructions and FAQs can be found at the following link:
http://simspublications.com/674191/registering.html