

Glenlola Collegiate School

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Headmaster: W E Thompson BSc MSc MEd PGCE PQH(NI)



October 2017

Dear Parent/Guardian

I am delighted to inform you that we will be launching a secure online service, called SIMS Parent App which will enable you to see accessible information about your child where and when you need it, in real time. This service is designed for use by all parents/legal guardians and you will be able to access the information remotely, through a PC, or mobile devices such as laptops, tablets and smartphones.

You will be able to see information on your child's attendance and punctuality, achievement and behaviour points and assessment reports and see what lessons they have each day.

Key benefits

- Real-time information on your child's progress available 24/7 - secure online access to real-time data ensures parents and students are working together to the same goals.
- Gives parents instant access to their child's achievement, progress and attendance information.

We believe the SIMS Parent App can improve how we share information with you and help you support your child.

If you wish to sign up for this service and receive your unique username and password, please sign and agree to the **SIMS Parent App Acceptable Use Policy and complete the Parental Access Request Form. We require BOTH forms for your account to be activated and if both parents require access – we need 2 signatures.** These should be returned to the school by **Friday 20 October 2017.**

When both of these documents are returned, you will be provided with your individual username and information about your secure password. Further information will then be arranged to advise you on how to access the application and how to use its functionality.

Yours faithfully

Victoria Donnan (Mrs)
E Learning Coordinator

Please fill out, sign and return this form to the School Office FAO: Mrs V Donnan
by **Friday 20 October 2017**

*Glenlola Collegiate School
SIMS Parent App
Parental Access Request Form*

I, the person with parental responsibility, request a login, username and password to access the Glenlola Collegiate School SIMS Parent App.

<i>Name of Parent/s Or Guardian</i>	<i>Mother/Guardian</i>	<i>Father/Guardian</i>
<i>E-Mail Address (this must be Gmail, Hotmail or Yahoo)</i>		
<i>Telephone Number</i>	<i>Landline</i>	<i>Landline</i>
	<i>Mobile</i>	<i>Mobile</i>

I confirm that I have parental responsibility for the children listed below

<i>Name of student</i>		<i>Date of Birth</i>		<i>Form Class</i>	
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<i>Name of Student</i>		<i>Date of Birth</i>		<i>Form Class</i>	

Mother's/Guardian's signature: _____ Date _____

Father's/Guardian's signature: _____ Date _____

**Please note: For both parents to have access, we require 2 signatures above*

If you do not wish to avail of the Parent App please sign and date the box below.

I do not wish to register for the Glenlola Collegiate Parent App.

Daughter`s name _____ Form Class _____

Print name _____ Signature _____ Date _____