

# Glenlola Collegiate School

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



15 March 2019

## Year 11 Spring Reports

Dear Parent,

I am writing to inform you that your daughter's Spring report will be sent out via our secure online service, called SIMS Parent App. You will have received a letter and email inviting you to sign up for this online service and many of you have been using Parent App already for the daily monitoring of your daughter's progress, conduct and attendance. If you have not done so already, please complete the form attached to register and your application will be processed with priority so that you can receive your daughter's report.

Yours Sincerely,

Mrs V Donnan

E Coordinator

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

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.

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 the following form to be completed for your account to be activated and if both parents require access – we need **2 signatures**. Please return these forms to the School office. *If you have already signed up for SIMS Parents App for another daughter in the school, then there is no need to do so again.*

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

<b><i>Name of Parent/s Or Guardian</i></b>	<i>Mother/Guardian</i>	<i>Father/Guardian</i>
<b><i>E-Mail Address</i></b>		
<b><i>Telephone Number</i></b>	<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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**In signing below, you are stating that you have read, understood and are agreeing to the acceptable use policy provided with the document for the Parent App at Glenlola Collegiate School.**

*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*

**All information collected is confidential and held securely in accordance with General Data Protection Regulation. The School has a duty to protect this information.**

The School's Privacy Notice is detailed on the website [www.glenlola.collegiate.net](http://www.glenlola.collegiate.net)