



BRYNGWYN SCHOOL **REGISTERING FOR THE PARENT APP**



Before you begin the registration process, you will need the following:

Your unique registration email. Bryngwyn will send you a registration email that contains a registration link and an invitation code. This email will be sent from 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.

- The date of birth of one of your children who attend the school.
- A Microsoft (including Office 365), Google, Apple, Facebook, Twitter account. You can use an existing account (e.g. Hotmail account) or create a new one online – they are free, easy to setup and you can use any valid email address and password.

Getting Started

- Open the email and click on the button or copy and paste the website URL as instructed. A new internet browser window will open and you will be asked to log in.
- **IMPORTANT – Please do not try to login to the SIMS ID account.**

Below the SIMS ID Login Screen, please choose the option 'Externally Available'

You should register with one of the following:



Click the icon for the relevant third-party account and you will be directed to sign in using your existing details.

IMPORTANT NOTICE: you will be guided through the login process. Once logged in, you will be asked if you want to authorise SIMS Parent to use your account.

- You will be now be asked for an invitation code.

- If you were able to use the button on 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.
- Click the **Register** button to continue.
- Enter the **Date of Birth** of one your children attending Bryngwyn in the format **dd/mm/yyyy** (e.g. **12/06/2011**) and click the **verify** button.

This is for security purposes only and this information will not be used in the SIMS Parent system.

Your account is now created. On completion, you will see the **SIMS Parent** site.

Please email emily.jones2@bryngwyn.cymru or telephone 01554 784219 if you require any further assistance.