SIMS PARENT PHONE APP MANUAL
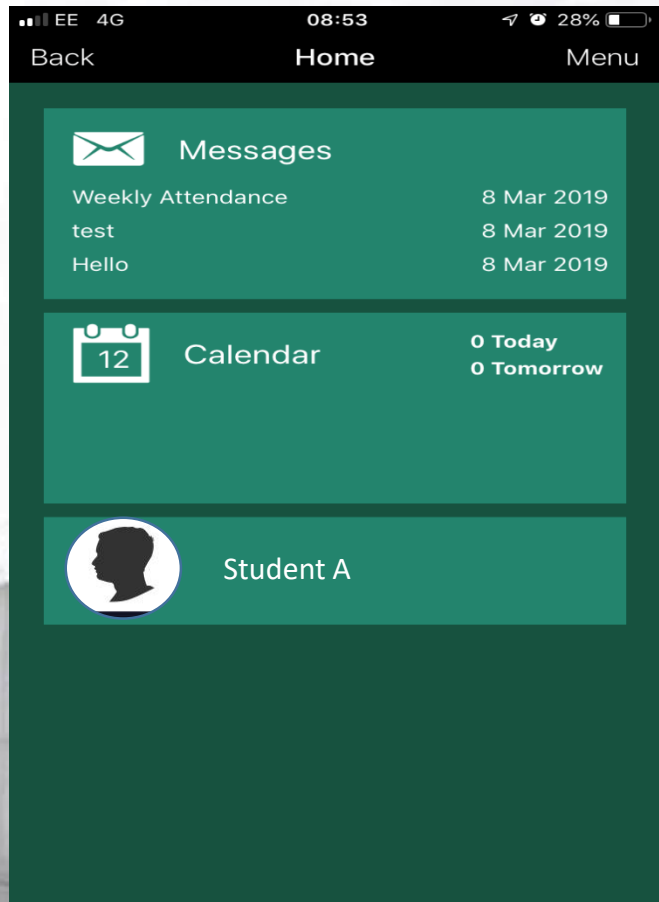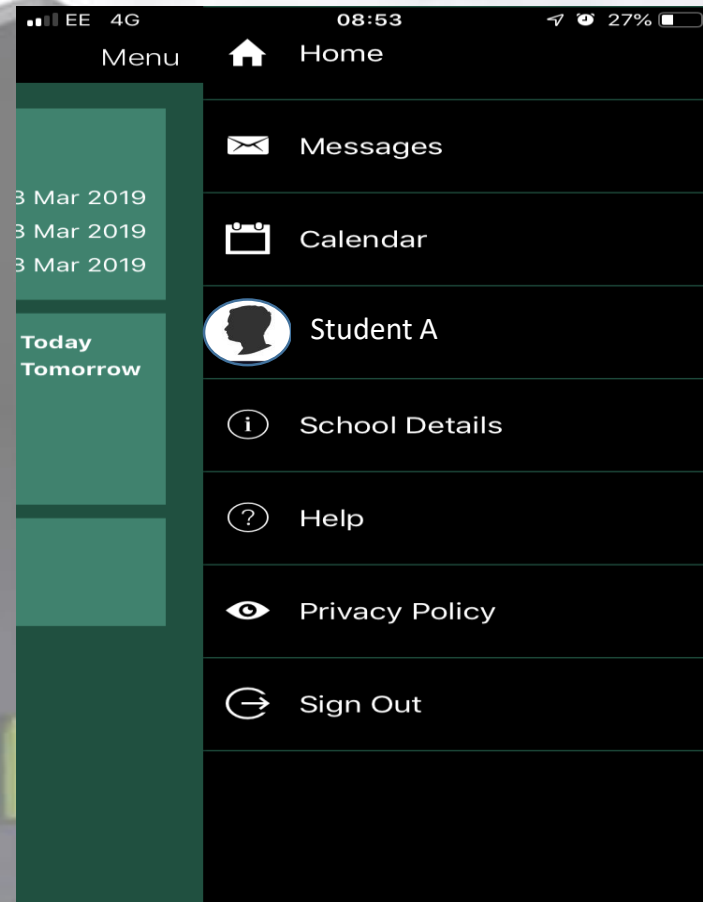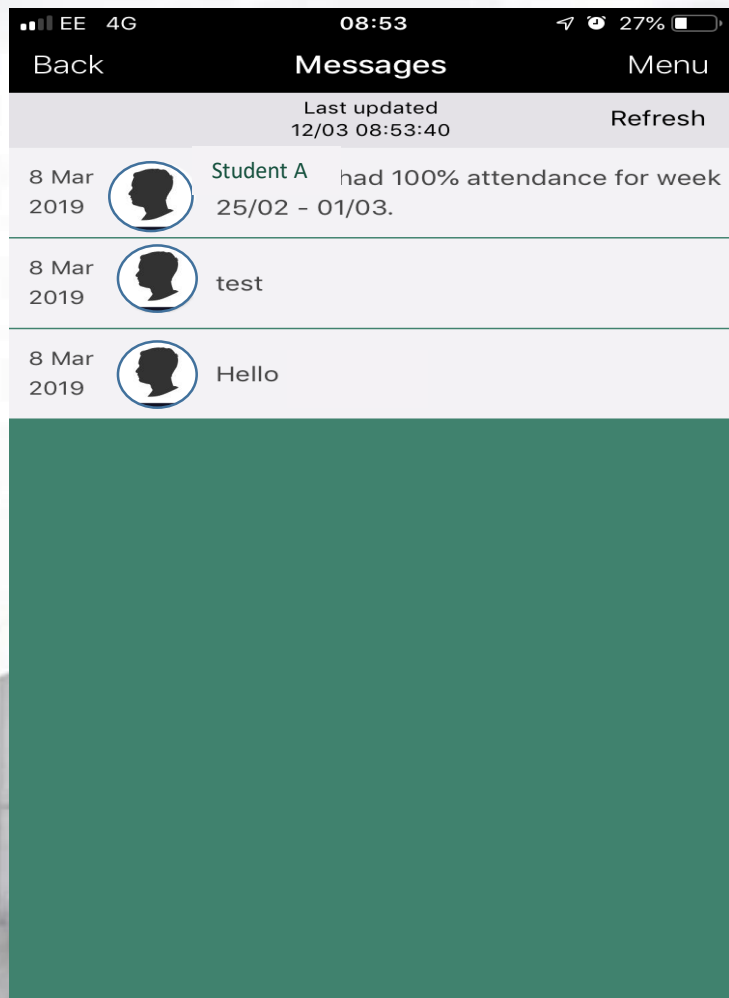
PARKWOOD
E-ACT ACADEMY

BELIEVE ACHIEVE SUCCEED

Home Screen
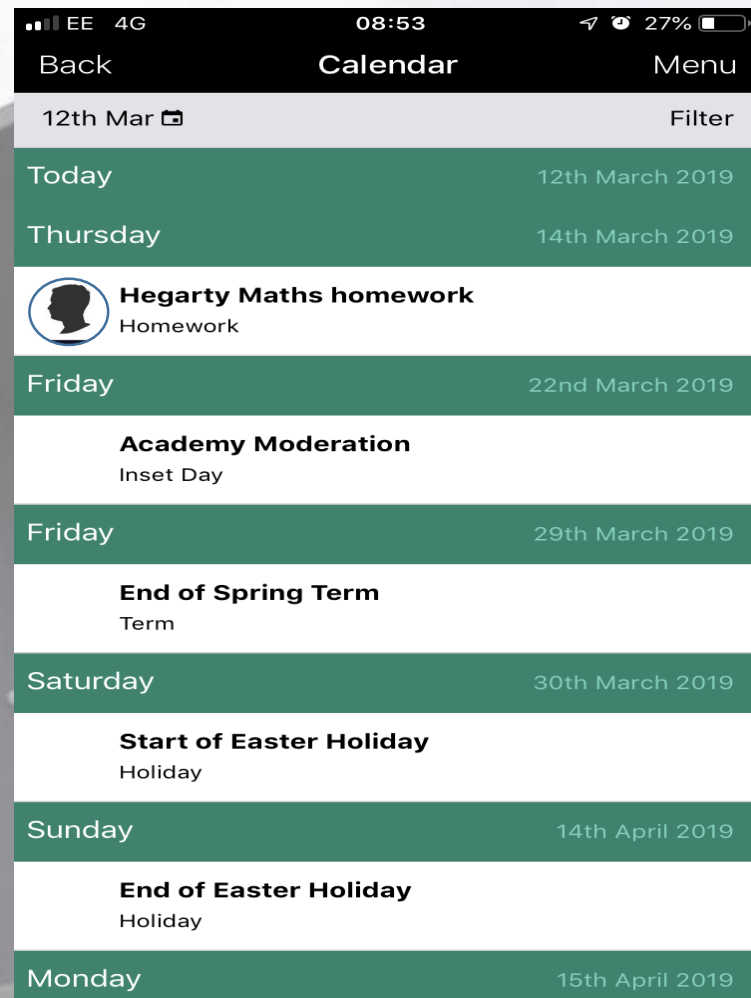This is the basic home screen it shows on your phone.

Menu Screen
If you select the menu button in the top right hand corner then you will be provided with this range of options to choose from.
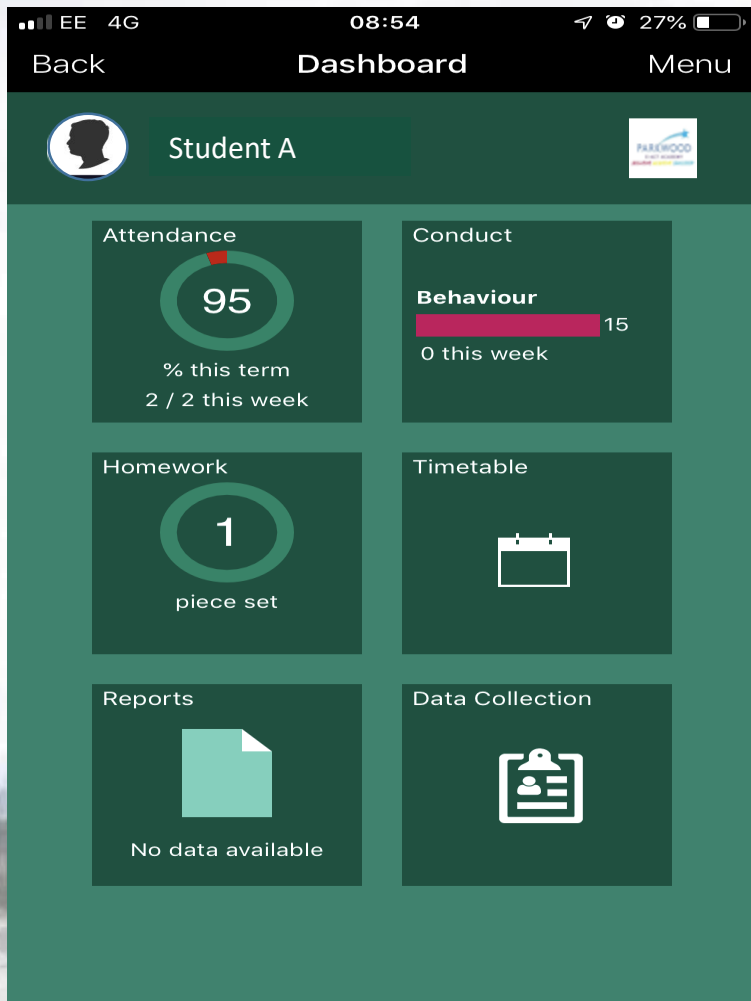
Messages
Within the messages tab, you will be shown all messages sent by the Academy to your phone. Any unread messages will be in bold.

Calendar
Within the calendar tab, you are shown all information relating to your child within the school calendar. This includes homework.

Screenshot 1: Dashboard

Student A

Attendance
95
% this term
2 / 2 this week

Conduct
Behaviour
15
0 this week

Homework
1
piece set

Timetable

Reports
No data available

Data Collection

Screenshot 2: Attendance

Student A

w/c 11th March 2019

	Mon	Tue	Wed	Thu	Fri
AM	✓	—	—	—	—
PM	✓	—	—	—	—

w/c 4th March 2019

	Mon	Tue	Wed	Thu	Fri
AM	✓	✓	✓	✕	✓
PM	✓	✓	✓	✕	✓

w/c 25th February 2019

	Mon	Tue	Wed	Thu	Fri
AM	✓	✓	✓	✓	✓

Screenshot 3: Conduct

Student A

Wednesday — 6th March 2019
- -0 Basic 8 - Eating out of designated areas

Monday — 25th February 2019
- -0 Basic 8 - Equipment
- -0 Basic 8 - Equipment

Monday — 11th February 2019
- -0 Basic 8 - Equipment
- -0 Basic 8 - Eating out of designated areas

Tuesday — 5th February 2019
- -0 Basic 8 - Equipment
- -0 Basic 8 - Eating out of designated areas
- -3 C3

Monday — 4th February 2019
- -0 Basic 8 - Equipment

Dashboard

This shows a breakdown of all important information; attendance, conduct, homework, timetable, reports and data collection.

Attendance Screen

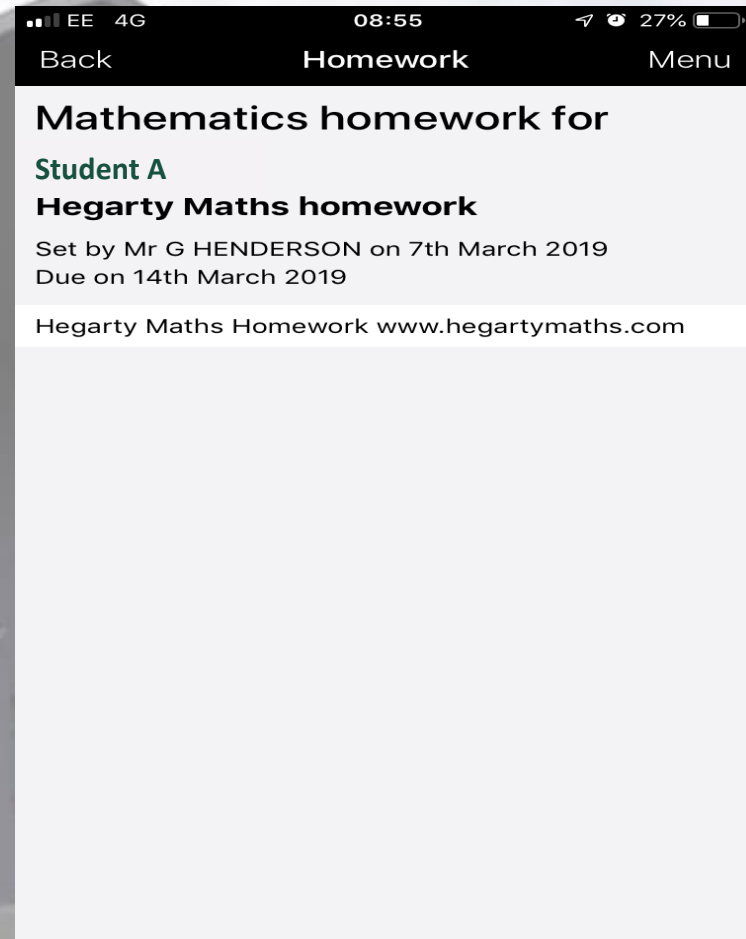This shows your child's attendance for the current term.

Conduct Screen

This shows your child's conduct in school. You will receive information on both positive and negative conduct.
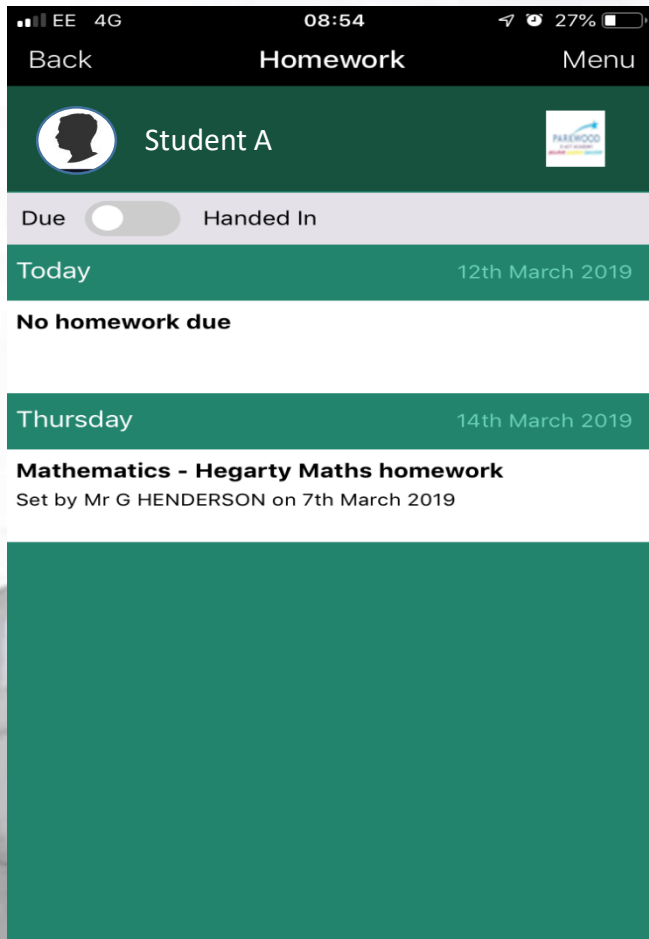
Homework Screen
This screen shows all homework that is due in, on what date and when it is then overdue.

Homework Details Screen
This gives a more in depth breakdown of the particular homework that is set.

Timetable Screen

Phone screenshot 1 (Timetable):

- **EE 4G** · 08:55 · 27%
- Back · **Timetable** · Menu
- Student A
- Today — 12th March 2019
- **Science** — Science 1 | Miss Z H SMART — 09:00 / 09:55
- **Modern Foreign L** — Lang 4 | Miss O Cousins — 09:55 / 10:50
- **Design Technology** — Tech 2 | Ms K J O'NEILL — 11:05 / 12:00
- **Geography** — HUM 1 | Mrs K Birchall — 12:00 / 12:55
- **Tutor Period** — Lang 4 | Mr L E VESTEY — 12:55 / 13:10
- **History** — HUM 3 | Mrs J M McKECHNIE — 13:40 / 14:35
- **Science** — Science 2 | Mr J DUCKNEY — 14:35 / 15:30
- Tomorrow — 13th March 2019
- **Mathematics** — 09:00

Phone screenshot 2 (Reports):
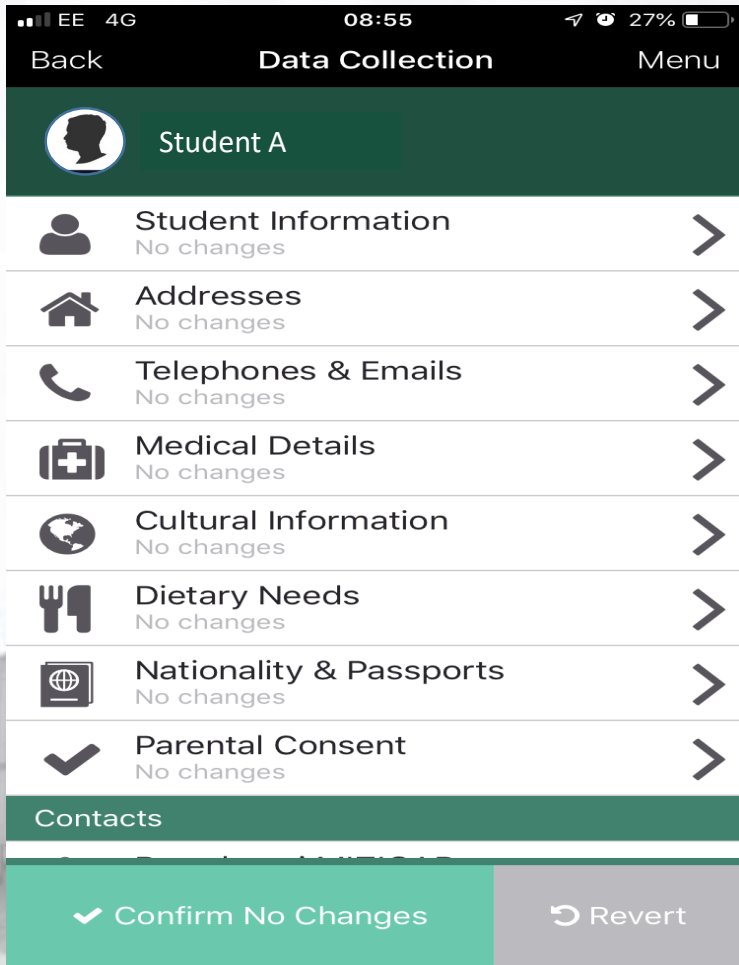
- **EE 4G** · 08:55 · 27%
- Back · **Reports** · Menu
- Student A
- Please ensure that you have installed a document viewer for .pdf and .doc file types. X
- No data available

Timetable Screen
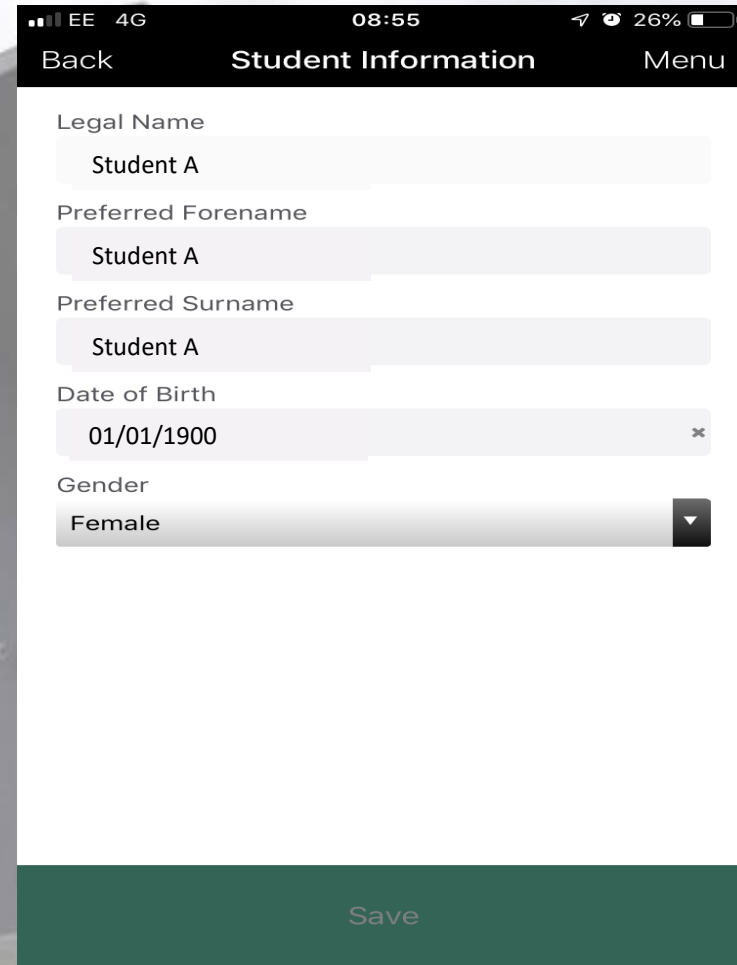This shows your child's school timetable.

Reports Screen
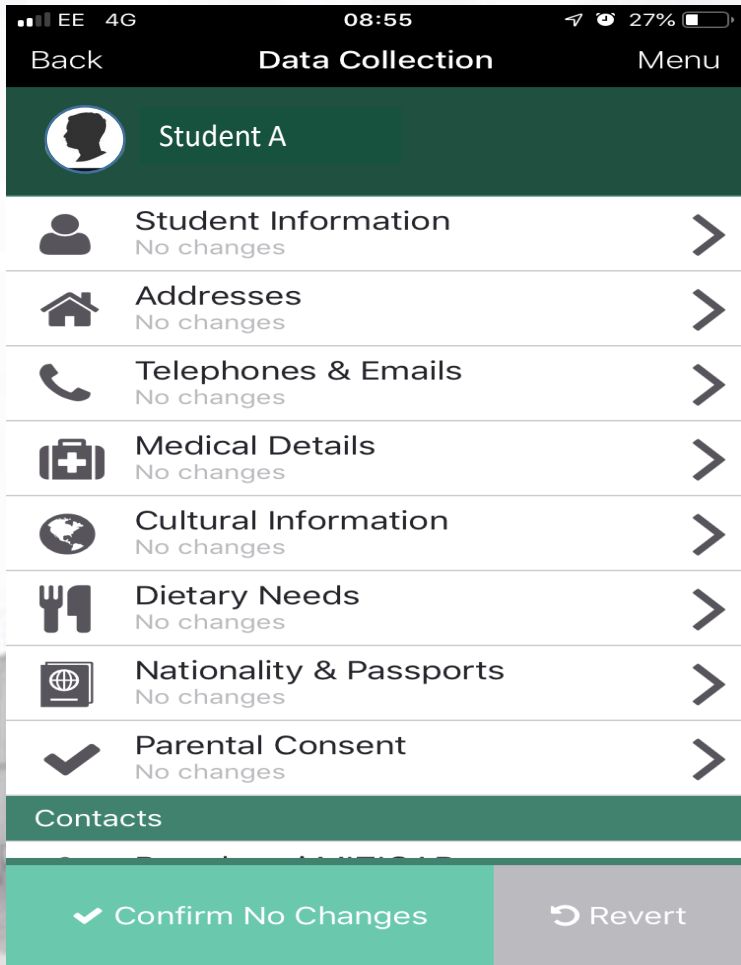Your child's report will be sent via the app following every staff data input.
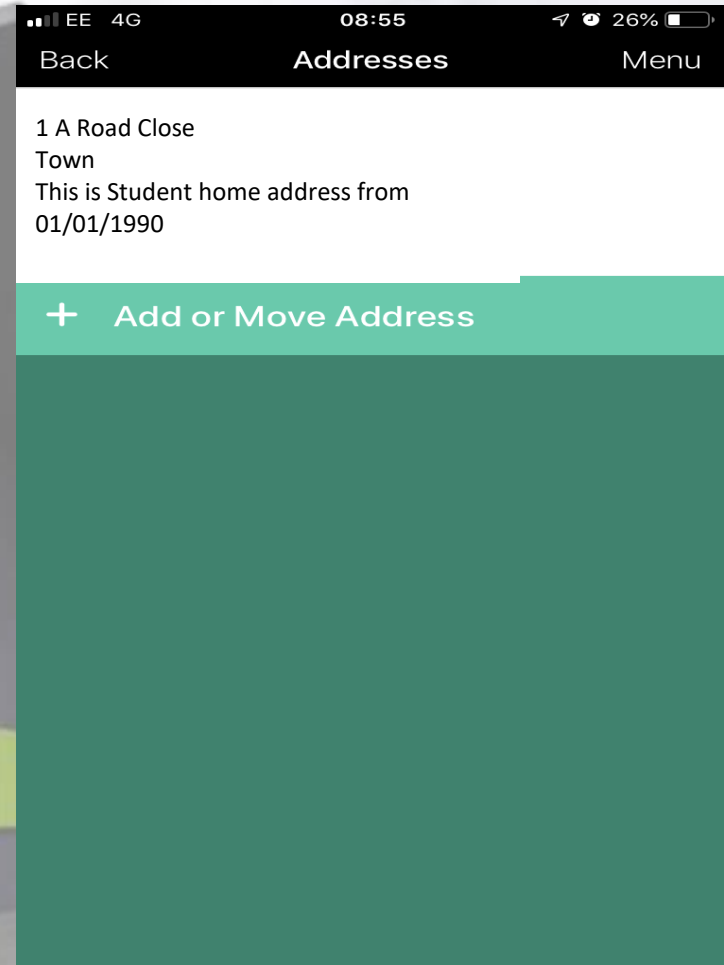
Data Collection Screen

You will have the opportunity to edit your contact details and your child's details. The school will then check the details before changing them
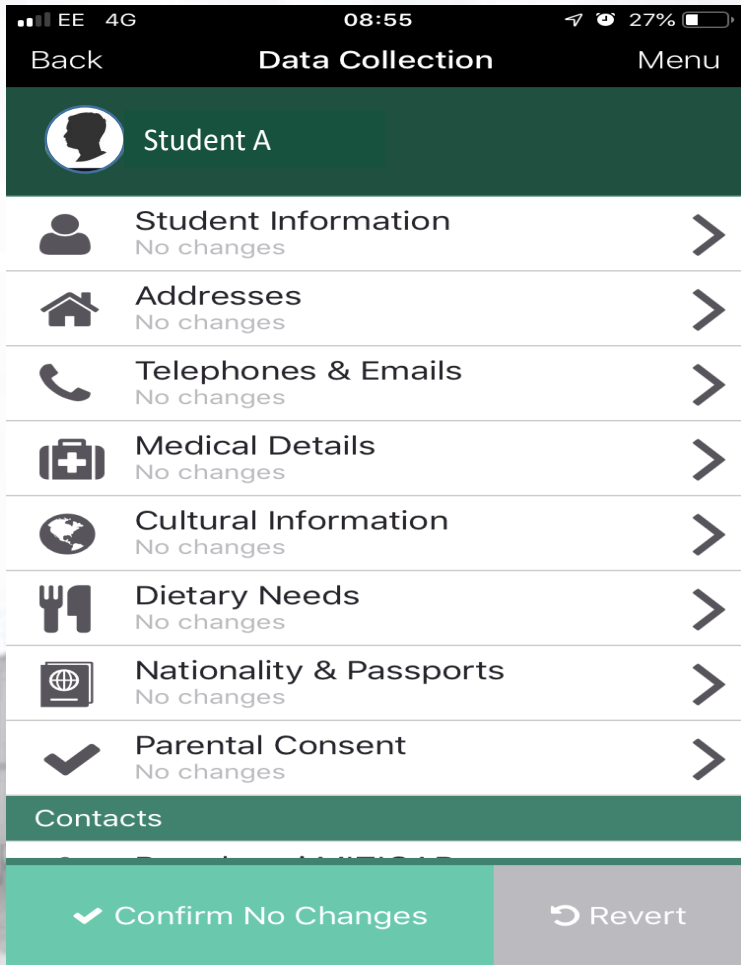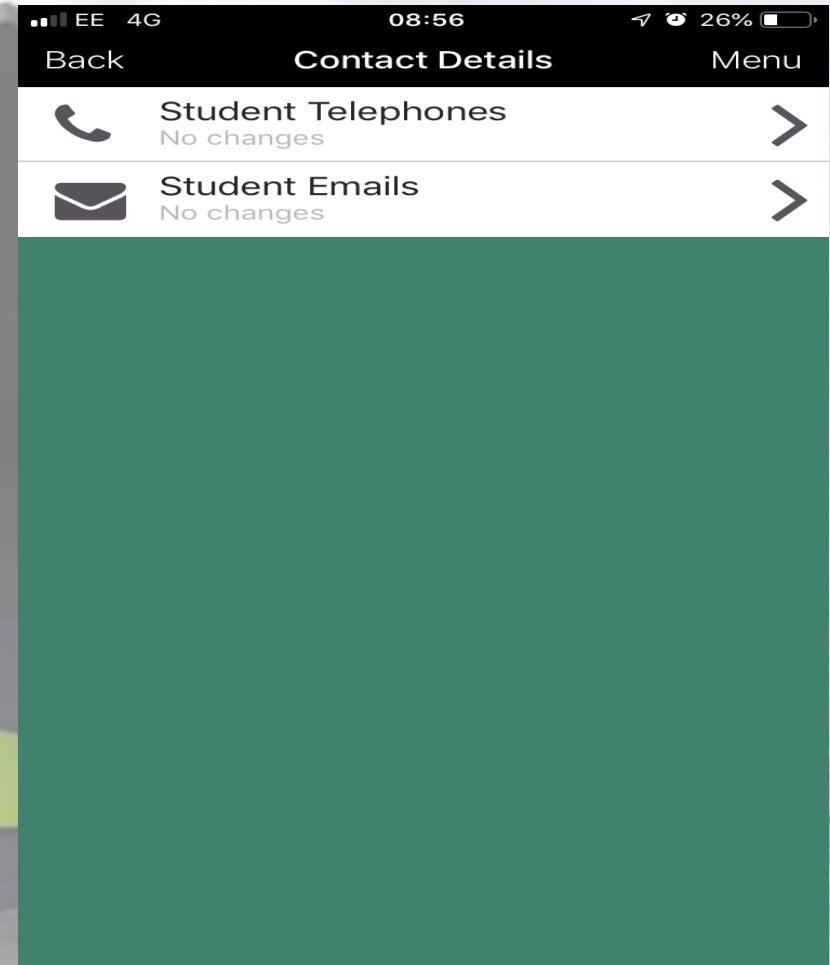
Data Collect/Student Information Screen

Within the left screenshot:

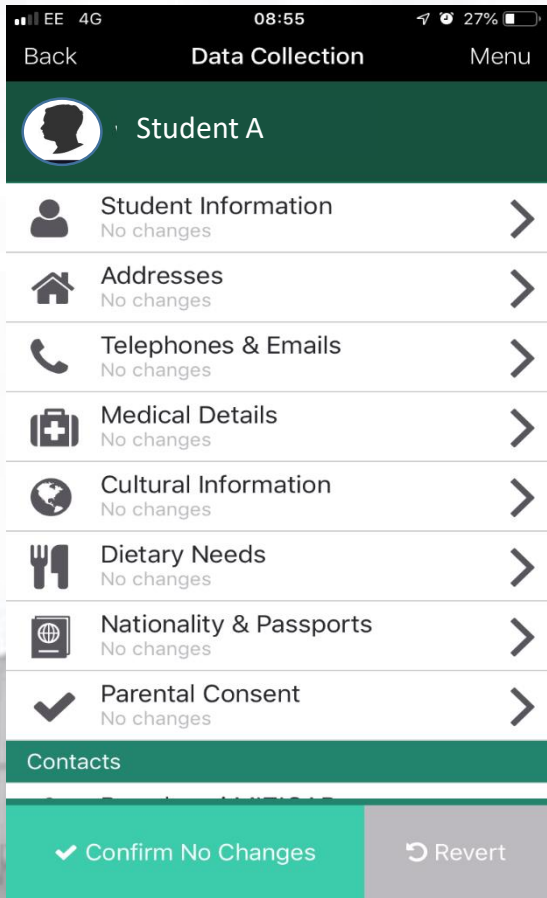**Data Collection**
Back | Menu

Student A

Student Information — No changes
Addresses — No changes
Telephones & Emails — No changes
Medical Details — No changes
Cultural Information — No changes
Dietary Needs — No changes
Nationality & Passports — No changes
Parental Consent — No changes

Contacts

✔ Confirm No Changes | ↻ Revert

Within the right screenshot:

Student Information
Back | Menu

Legal Name
Student A

Preferred Forename
Student A

Preferred Surname
Student A

Date of Birth
01/01/1900

Gender
Female

Save

Left screen (Data Collection/Student Information Screen):

EE 4G	08:55	27%
Back	Data Collection	Menu

Student A

Student Information
No changes >

Addresses
No changes >

Telephones & Emails
No changes >

Medical Details
No changes >

Cultural Information
No changes >

Dietary Needs
No changes >

Nationality & Passports
No changes >

Parental Consent
No changes >

Contacts

✔ Confirm No Changes   ↻ Revert

Right screen (Data Collect/Address Information Screen):

EE 4G	08:55	26%
Back	Addresses	Menu

1 A Road Close
Town
This is Student home address from
01/01/1990

+   Add or Move Address

Data Collection/Student
Information Screen

Data Collect/Address
Information Screen
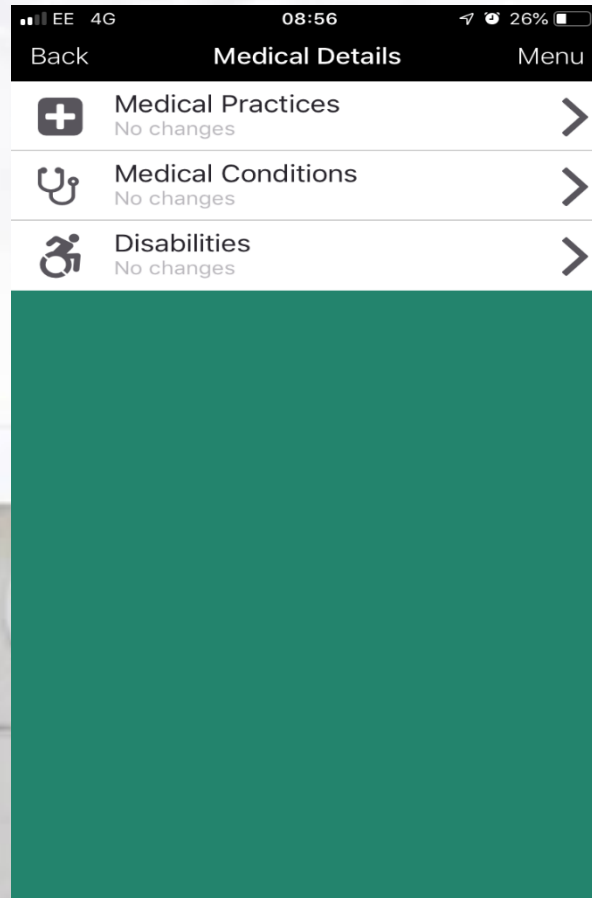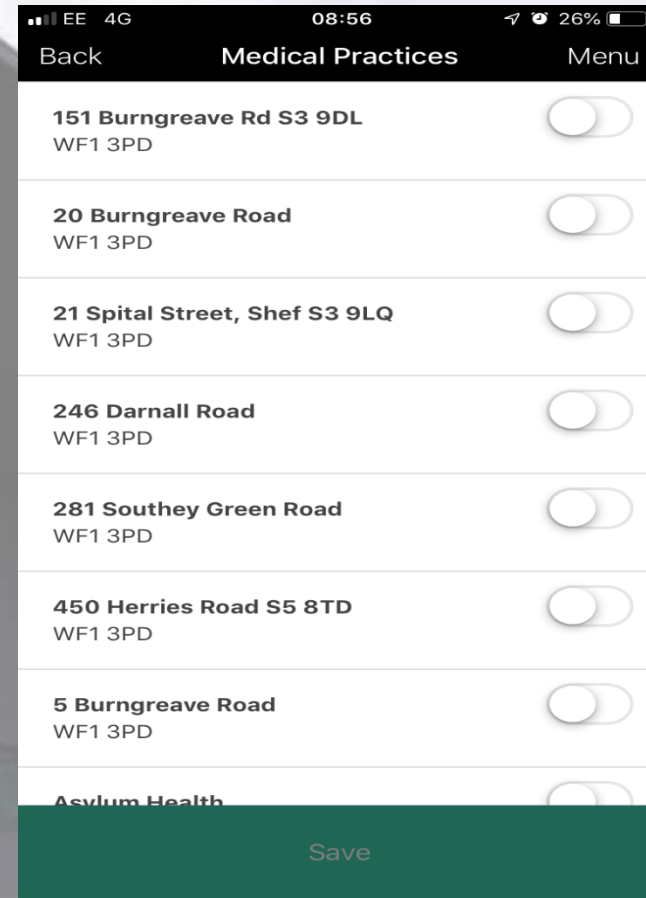
Data Collection Screen

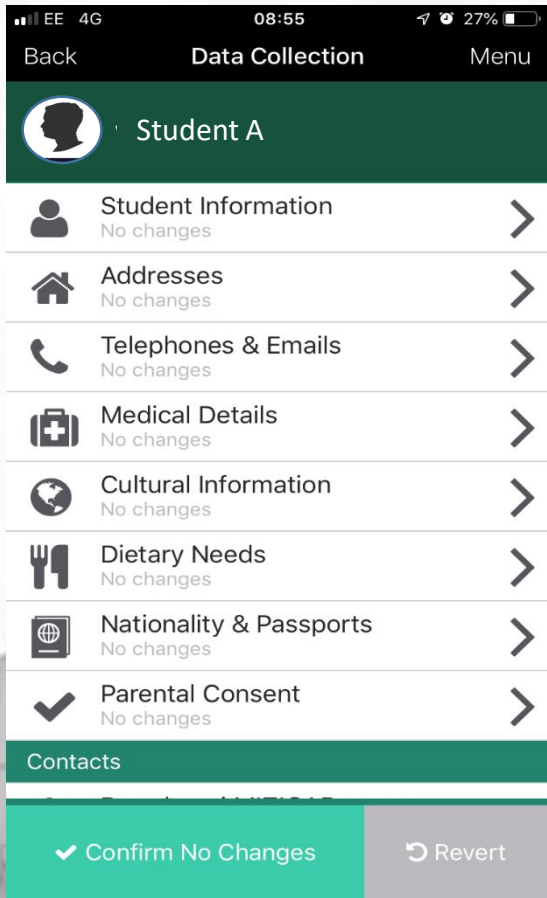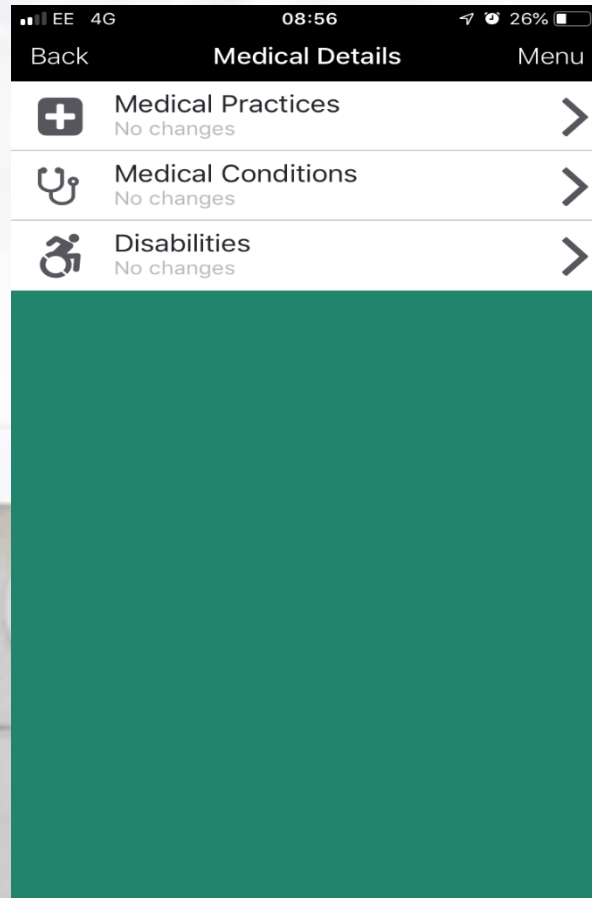Data Collection/Contact
Details Screen

Data Collection Screen
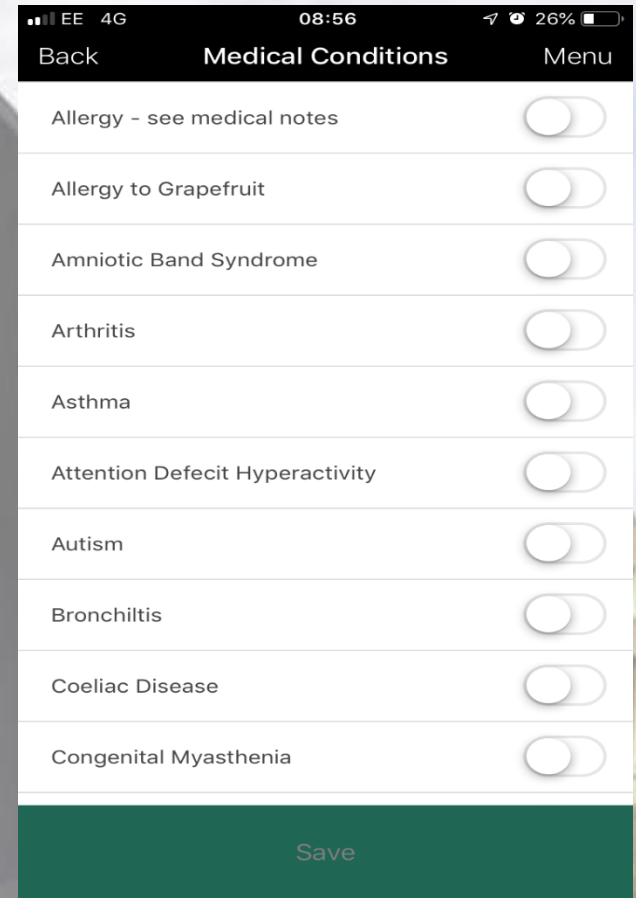
Data Collection Screen/Medical Details

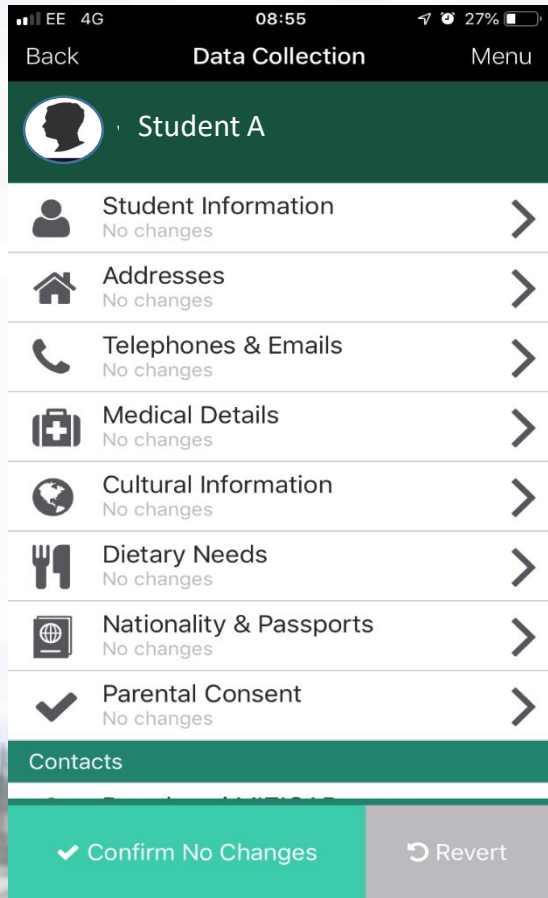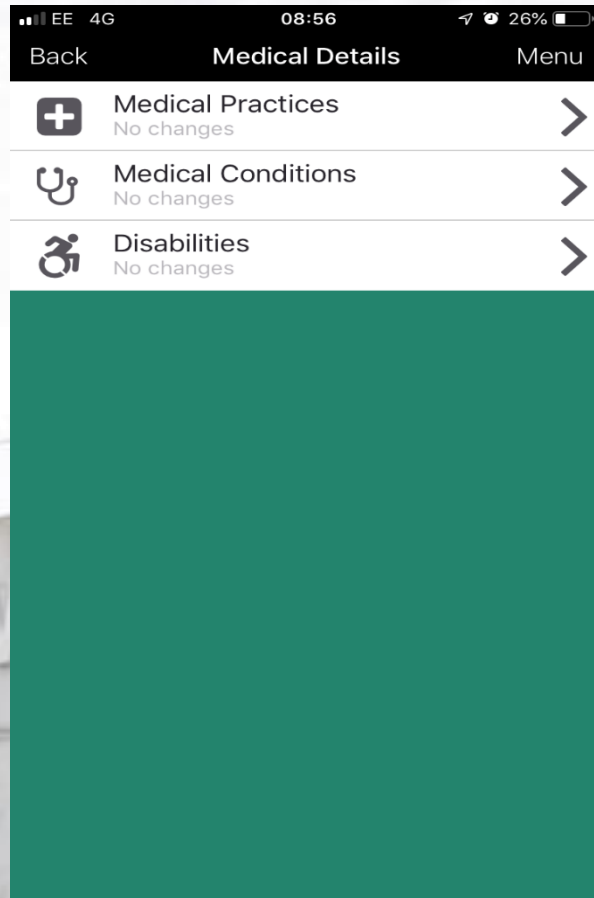Data Collection Screen/Medical Practices

Data Collection Screen

Data Collection Screen/Medical Details
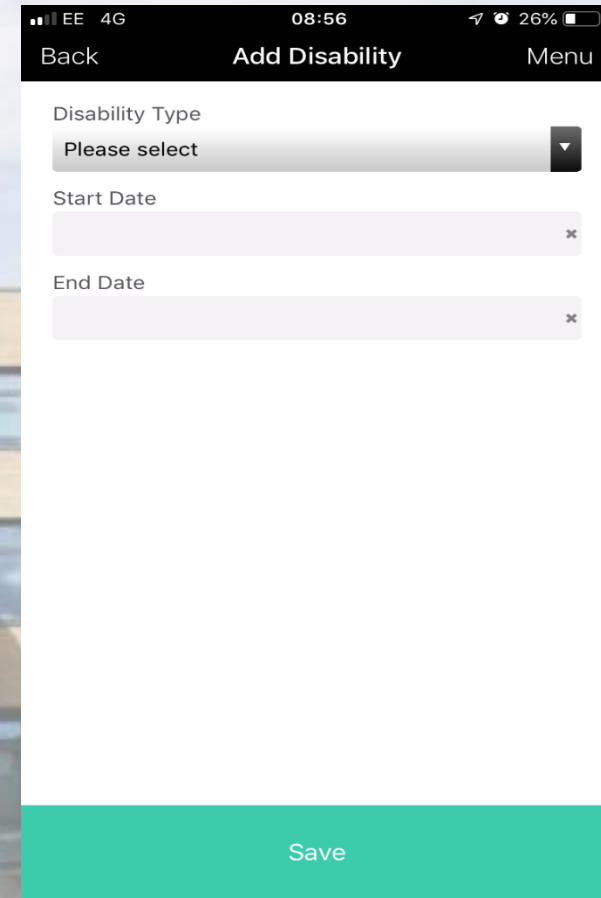
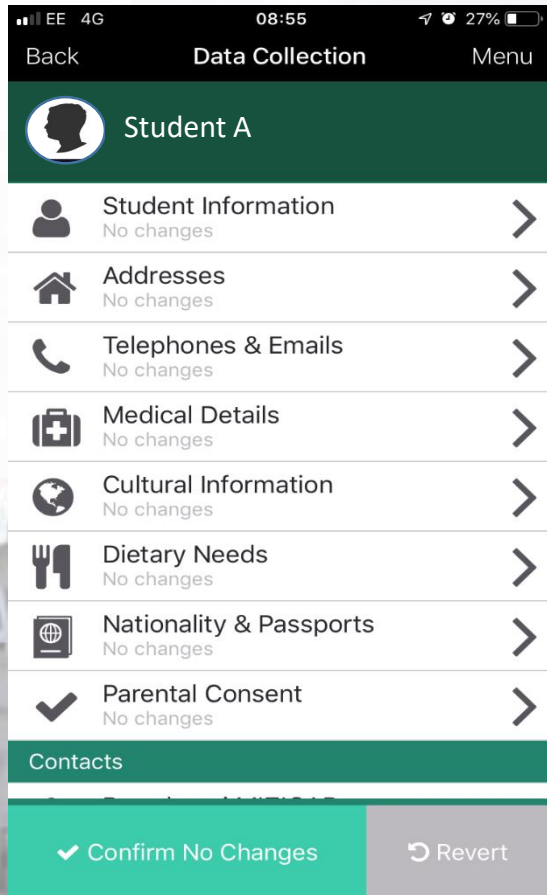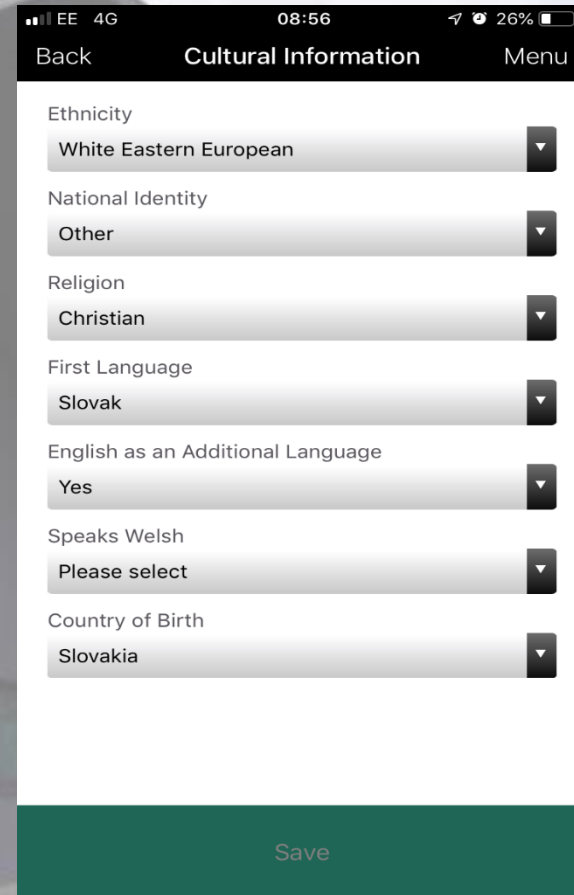Data Collection Screen/Medical Conditions

Data Collection Screen

Screen 1 — Data Collection
- EE 4G 08:55 27%
- Back **Data Collection** Menu
- Student A
- Student Information — No changes
- Addresses — No changes
- Telephones & Emails — No changes
- Medical Details — No changes
- Cultural Information — No changes
- Dietary Needs — No changes
- Nationality & Passports — No changes
- Parental Consent — No changes
- Contacts
- ✔ Confirm No Changes   ↻ Revert

Data Collection Screen/Medical Details

Screen 2 — Medical Details
- EE 4G 08:56 26%
- Back **Medical Details** Menu
- Medical Practices — No changes
- Medical Conditions — No changes
- Disabilities — No changes

Data Collection Screen/Disabilities

Screen 3 — Disabilities
- EE 4G 08:56 26%
- Back **Disabilities** Menu
- + Add Disability

Data Collection Screen/Disabilities/Add

Screen 4 — Add Disability
- EE 4G 08:56 26%
- Back **Add Disability** Menu
- Disability Type
- Please select
- Start Date
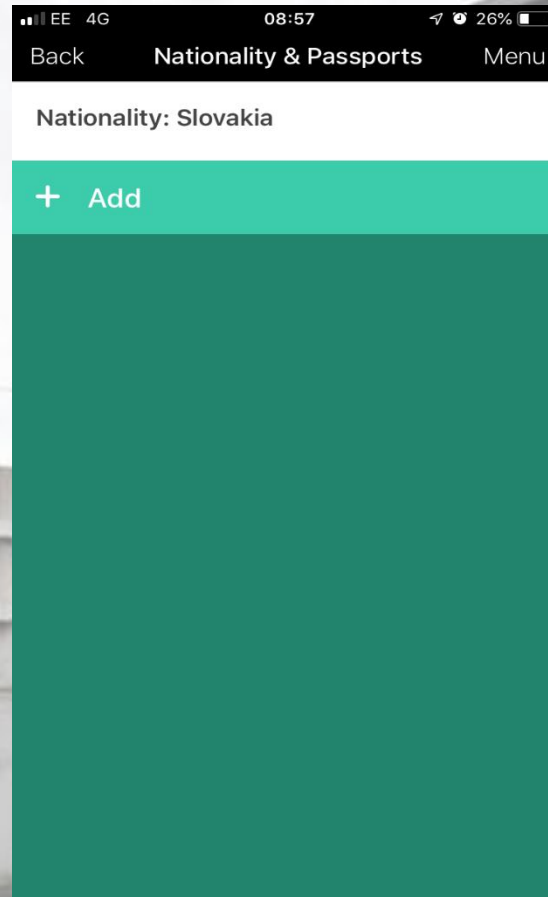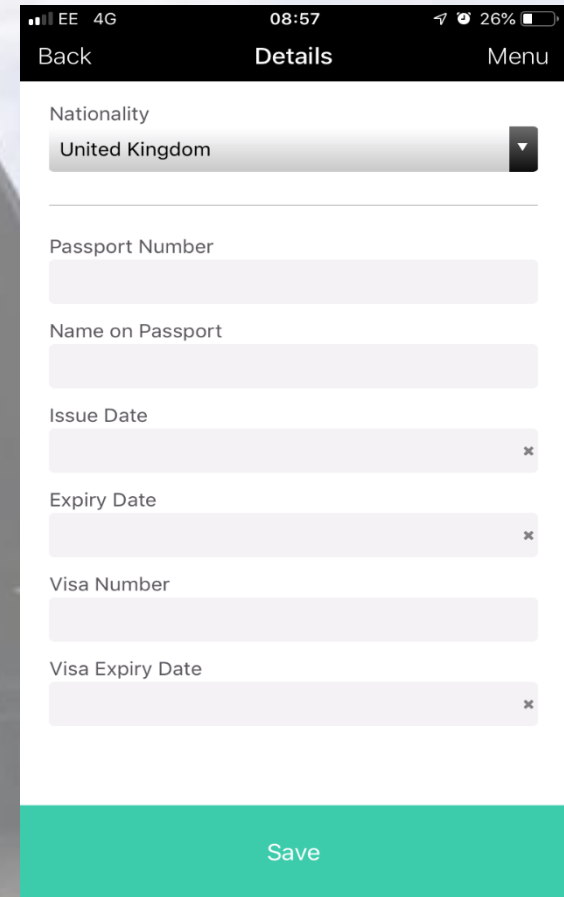- End Date
- Save

Data Collection Screen
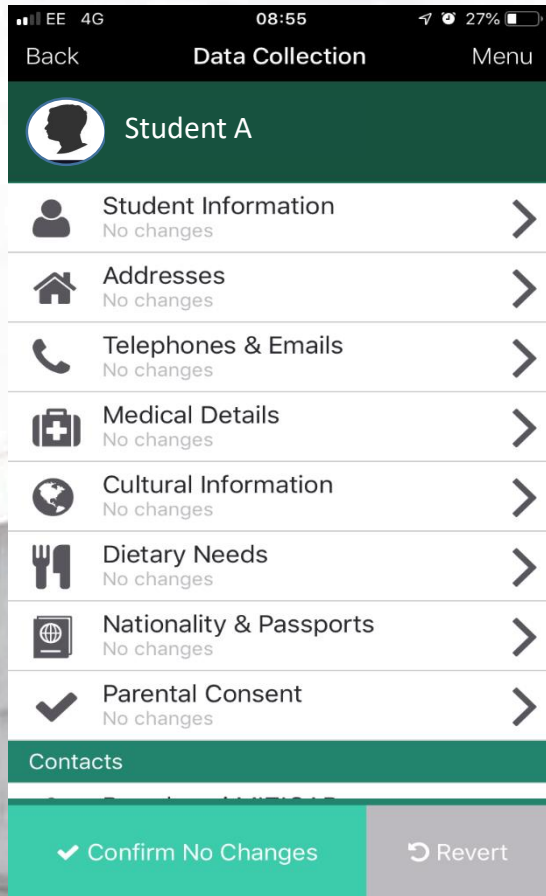
Data Collection Screen/Cultural Information

Data Collection
Screen/Cultural Information

Data Collection
Screen/Nationality Passports
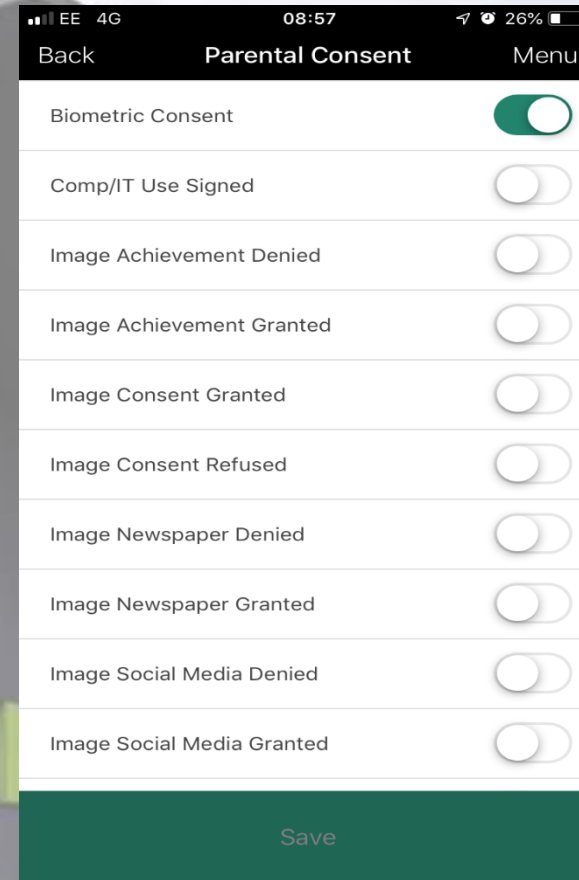
Data Collection
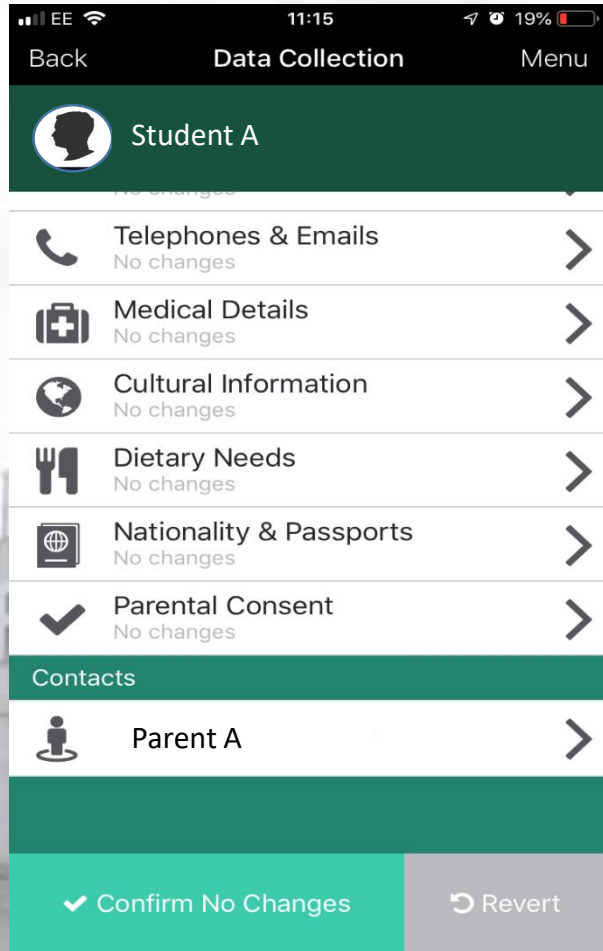Screen/Nationality/Details

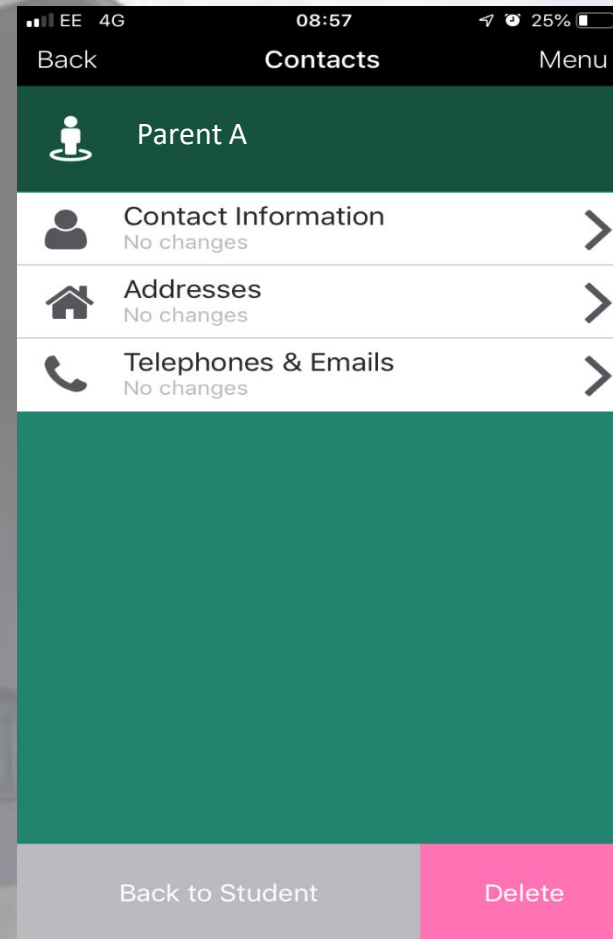**Phone 1 — Data Collection screen:**

.ıll EE 4G   08:55   27%

Back   Data Collection   Menu

Student A

Student Information
No changes

Addresses
No changes

Telephones & Emails
No changes

Medical Details
No changes

Cultural Information
No changes

Dietary Needs
No changes

Nationality & Passports
No changes

Parental Consent
No changes

Contacts

✔ Confirm No Changes   ↺ Revert

Data Collection
Screen/Parental

Phone 2 — Parental Consent screen:

.ıll EE 4G   08:57   26%

Back   Parental Consent   Menu

Biometric Consent   [ON]

Comp/IT Use Signed   [OFF]

Image Achievement Denied   [OFF]

Image Achievement Granted   [OFF]

Image Consent Granted   [OFF]

Image Consent Refused   [OFF]

Image Newspaper Denied   [OFF]

Image Newspaper Granted   [OFF]

Image Social Media Denied   [OFF]

Image Social Media Granted   [OFF]

Save

Data Collection
Screen/Parental Consent

Data Collection Screen/Contacts

Data Collection Screen/Add Contact Information Screen