

# SIMS **ESS** | SIMS SUPPORT

Delivering Quality Service

Providing support for Schools,  
Academies & MATs

Helping you to  
improve outcomes  
for your students

**NCC ICT Services**  
0115 977 2010  
helpdesk@nottsc.gov.uk



**Nottinghamshire  
County Council**

## Registering with SIMS ID for Parent App, Parent Lite and Pay360

You will receive an invitation email from your school.

Open the email and click on **ACCEPT INVITATION**.

You will be taken to the following screen which will be populated with your unique invitation code number that was in your email.

Enter in the email address you intend to use to access the Parent App \ Parent Lite App \ Pay360

Click **NEXT** to display the following screen

Enter the date of birth of one of your children at the school DD/MM/YYYY

Click **NEXT** to display the following screen

**SIMS**

### Create a Strong Password

At least one capital letter  
At least one number  
At least one special character  
At least 8 characters

Password

Confirm Password

Show Password

Next

Secured by SIMS ID  
ESS Hosted Services: [Check Service Status](#)

Enter a password and confirm the password. Use a password which meets the criteria on the screen for example **Ever3st!** or **RED4book!** You can tick the box "Show Password" to check to see what you have entered

Click **NEXT** to display the following screen

**SIMS**

### Account Registration

Your account has been successfully created.  
You are now able to log in.

Log In

We have sent you an email to confirm your email address. This is necessary to allow you to be able to reset a forgotten password.  
Please read the email and follow the instructions to validate your email address.  
Remember to check in your SPAM folder

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Your account has now been registered and that you need to go to the mailbox of the account you used for username

Open the email and click **VERIFY MY EMAIL** to display

**SIMS**

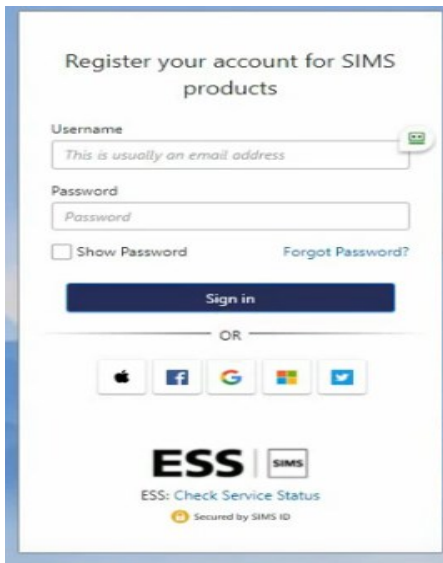
### Account Registration

We have validated your email address, thank you.

Sign In

Secured by SIMS ID  
ESS Hosted Services: [Check Service Status](#)

Click SIGN IN to display



The image shows a sign-in form for SIMS products. At the top, it says "Register your account for SIMS products". Below this are two input fields: "Username" with a placeholder "This is usually an email address" and a green eye icon to toggle visibility, and "Password" with a placeholder "Password". There is a checkbox for "Show Password" and a link for "Forgot Password?". A dark blue "Sign in" button is centered below the fields. Underneath the button is the text "OR" and five social media icons: Apple, Facebook, Google, Microsoft, and Twitter. At the bottom, the "ESS" logo is displayed next to the "SIMS" logo, with the text "ESS: Check Service Status" and "Secured by SIMS ID" below it.

Enter in the email account you used to register and the password that you have created

Click **SIGN IN** to be taken to the product.