SIMS 2019 Spring Release Note

7.186 Combined Edition - version 0.1

Welcome to the SIMS 2019 Spring Release

Please read these notes carefully before installing or upgrading your software. Do not attempt any installation or upgrade without first making a fully restorable backup of your SIMS system.

Capita SIMS has made this release note available in PDF and Word formats. To take full advantage of the functionality available in this release note (e.g. links to handbooks and video tutorials), you must use the PDF version. Capita SIMS cannot be held responsible for any changes, errors or omissions resulting from subsequent editing of the supplied document.

Important Information – please read before upgrading

If you are performing a SIMS upgrade spanning more than one release, it is <u>essential</u> that you read the release note associated with <u>each</u> version.

Important Information for Schools in England

At the time this release note was produced, we had not yet received the validation and summary report files from the DfE for School Census Summer 2019. Schools should <u>not</u> provide their Return file to the DfE until they have imported a fileset that includes the official DfE validation and summary report files.

Upgrading using SOLUS

The SIMS Online Update Service (SOLUS) enables you to download and run SIMS releases and patches via the Internet. This is achieved using **SOLUS3**.

For instructions on carrying out an upgrade with **SOLUS3**, please refer to the *SOLUS3 for Schools* or the *SOLUS3 for Local Authorities* handbook.

Support for SQL Server

SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS and InTouch run on SQL Server 2012, SQL Server 2014 and SQL Server 2016. For more information on support for SQL Server and Windows environments, please refer to the *SIMS Technical Roadmap* on My Account (**https://myaccount.capita-cs.co.uk**).

B2B

If you use B2B, and you want the SQL Server service to be configured to run as a Domain account instead of the built-in LocalSystem account on Windows 2008 R2 or Windows 2012 Server, a separate patch can be run to enable this functionality. This patch is available from your Local Support Unit (Patch 20419) and it <u>must</u> be applied to your SIMS database by a user with System Administrator permissions.

SQL 2014 and SQL 2016 Migration

We support SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS and InTouch on SQL 2014 and SQL 2016.

To facilitate server migration, SQL Migration Tools are available for both platforms.

Please note:

- You must be running the SIMS 2014 Autumn Release or later <u>before</u> running the SQL 2014 Migration Tool.

- You must be running the SIMS 2017 Spring Release or later <u>before</u> running the SQL 2016 Migration Tool.

The Migration Tools assist with the migration of the SQL databases for SIMS, FMS and Discover.

- The SQL 2014 Migration Tool enables you to install a SQL Server 2014 Express Edition Instance and migrate the SIMS, FMS and Discover databases to the new database server.

- Currently, we are unable to incorporate an installer for a SQL Server 2016 Express Edition into the SQL 2016 Migration Tool. If you intend to migrate to SQL 2016, you should download SQL Server 2016 Express Edition (**https://www.microsoft.com/en-us/sql-server/sql-server-downloads-free-trial**), install this onto your new database server and create a new Instance. Once installed, you should use the SQL 2016 Migration Tool to migrate the SIMS, FMS and Discover databases to the new database server.

Before migration, you are <u>strongly</u> advised to read the appropriate mini guide:

- *Migrating SIMS, FMS and Discover to SQL 2014* mini guide; or
- *Migrating SIMS, FMS and Discover to SQL 2016* mini guide.

These mini guides will be available from My Account (**https://myaccount.capita-cs.co.uk**) on product release. They are also included as part of the Migration Tools.

For information on obtaining the Migration Tools, please contact your Local Support Team.

If you use both SIMS and FMS, both systems <u>must</u> be running on the same version of SQL Server, i.e. SQL Server 2012, SQL Server 2014 or SQL Server 2016.

For more information on support for SQL Server, please refer to the *SIMS Technical Roadmap*, which is available from My Account (**https://myaccount.capita-cs.co.uk**).

<u>General</u>

If your school uses both Fees Billing and FMS, then SIMS and FMS <u>must</u> be upgraded at the same time.

Important Information for Windows 8 and Windows Server 2012 Users

If you are running SIMS on a Windows 8 or Windows Server 2012 workstation, you may encounter difficulties when attempting to open PDF files in SIMS. This is caused by Windows Reader being the default program used to open PDF files.

To resolve this issue, you <u>must</u> first ensure that Adobe Reader 10 or later is installed.

Next, you will need to associate Adobe Reader with <u>all</u> PDF files. From the Taskbar, click **File Explorer**, click **Computer** in the panel on the left-hand side of the page then from the Menu Bar, select **Computer | Open Control Panel**. Click **Programs | Default Programs | Associate a file type or protocol with a program**. In the **Extensions** list, scroll down to and click the **.pdf** item then click the **Change program** button. Click **Adobe Reader** then click the **Close** button.

Release Notes

Each functional area displays a set of icons, which indicate the school type(s) to which the content relates. Icons that indicate a link to the applicable handbook(s) and New Feature videos are also displayed.

EP	*Content applicable to English Primary and Northern Ireland Primary schools*
ES	*Content applicable to English Secondary and Northern Ireland Secondary schools*
WP	*Content applicable to Welsh Primary schools*
WS	*Content applicable to Welsh Secondary schools*
IN	*Content applicable to Independent schools*
	Link to the applicable handbook(s)
	Link to a New Feature video

If you have any comments or questions regarding any SIMS user documentation, please email us (**publications@capita.co.uk**).

Backing up SIMS and FMS

Where SIMS Personnel is used to generate Salary Projections in FMS, SIMS and FMS backups should be carried out at the same time. If one of the databases needs to be restored, the other database must be restored to the same point, i.e. if you restore the SIMS database, you must restore the FMS database to the same point and vice versa.

> **IMPORTANT NOTE:** Backups are no longer zipped, because of the number of issues caused by zipping backup files. Recent operating systems now allow the use of compressed folders, which are recommended for automatically compressing backups. Please refer to your operating system documentation for instructions on applying compression to a folder.

Important Information Regarding the Upgrade of SIMS and Discover

IMPORTANT NOTE: You must upgrade to the SIMS 2019 Spring Release <u>before</u> upgrading Discover. If you upgrade Discover before upgrading SIMS, data will not be transferred between the SIMS and Discover databases until SIMS has been upgraded.

Auto-Deployment of SIMS and Discover

If SOLUS3 auto-deployment is enabled for Discover, we recommend that the settings for Discover auto-deployment are set to start later than the SIMS auto-deployment start time plus the timeout.

If the times are not set like this, and the Discover deployment starts before the SIMS deployment, then the data transfer between SIMS and Discover will not work until the SIMS upgrade is completed.

Important Information Regarding SIMS Documentation

The SIMS Documentation Centre is accessed by clicking the Documentation button on the SIMS Home Page. The principal benefit of the SIMS Documentation Centre is that resources for SIMS, FMS and Discover can all be accessed from a central repository.

It is possible to search for user documentation by output type (handbook, tutorial, QRS, etc.) and then by functional area. It is also possible to search by role (e.g. Teacher, Administrator, Returns Manager, etc.).

A range of Frequently Asked Questions guides can be accessed from the FAQs menu. The Troubleshooting section enables you to investigate any issues you may have when accessing the resources available.

IMPORTANT NOTE: You might encounter issues when attempting to open any New Feature videos or Tutorials whereby you are asked to install the required version of Flash Player and/or an on-screen dialog suggests that Online Help content cannot be displayed. For more information, please click the following link (http://helpx.adobe.com/acrobat/kb/known-issues-acrobat-xi-reader.html).

These issues can be resolved by downloading the latest version of Flash Player (https://helpx.adobe.com/flash-player.html).

A search facility is available in the SIMS, FMS and Discover Documentation Centres. This enables you to locate information across the Documentation Centres or within individual resources (handbooks, release notes, FAQs, etc.). The search facility operates in a similar way to a Google search. To perform a search, enter one or more keywords in the search field (located at the top right-hand side of the Menu Bar) then click the Search (magnifying glass) button. You can use * and ? as wildcards. To search for an exact phrase, enclose more than one word in double quotes, e.g. "debit card".

We would welcome any feedback you have on the SIMS Documentation Centre. If you have any comments, please email the SIMS Publications team (publications@capita.co.uk).

IMPORTANT NOTE: If you are running SIMS on a Windows 8 or Windows Server 2012 workstation, you may encounter difficulties when you first log into SIMS after a SIMS upgrade because the What's New page is displayed automatically and cannot be closed easily. This is caused by Windows Reader being the default program used to open PDF files.

To resolve this issue, you **must** first ensure that Adobe Reader 10 or later is installed.

Next, you will need to associate Adobe Reader with **all** PDF files. From the Taskbar, click **File Explorer**, click **Computer** in the panel on the left-hand side of the page then from the Menu Bar, select **Computer | Open Control Panel**. Click **Programs | Default Programs | Associate a file type or protocol with a program**. In the **Extensions** list, scroll down to and click the **.pdf** item then click the **Change program** button. Click **Adobe Reader** then click the **Close** button.

If you require assistance with this or any other issue you encounter when attempting to access user documentation, please contact the SIMS Publications team (**publications@capita.co.uk**).

User documentation that is accessible via the SIMS **Documentation Centre** (by clicking the **Documentation** button on the SIMS **Home Page**) is hosted on the web. This approach to delivering user documentation offers you the following benefits:

- A reduction in the download time of a SIMS release from SOLUS
- We can provide user documentation post-release, so you will always have access to the most up-to-date, accurate information.

As a result, documentation provided in PDF format is **not** deployed to the **\SIMS\Documentation** folder on your SIMS Server (with the exception of the What's New page, the main **Documentation Centre** navigation page and the Getting Started guide).

NOTE: If you wish to access the latest user documentation for the SIMS 2019 Spring Release without logging into SIMS, the **Documentation Centre** is accessible using a web link (**http://simspublications.com/281739/index.html**).

Help files are delivered to the **\Program Files\SIMS\SIMS .net** folder on each SIMS workstation.

IMPORTANT NOTES: If Google Chrome is your default Web browser, you must download PDF files instead of opening them in Chrome to ensure that PDF files display correctly. This is achieved by entering **chrome://settings** in the Address Bar then pressing **Enter**. Scroll to the bottom of the page and click **Advanced**. In the **Privacy and security** section, click **Content settings**. Scroll towards the bottom of the list, click **PDF documents** and move the **Download PDF files instead of automatically opening them in Chrome** slider to the on position.

If you experience a problem when attempting to open a page in the **Documentation Centre**, please contact your System Administrator who can enable access to www.simspublications.com.

Advice is provided if you enter **simspublications.com** in the Address Bar of your Web browser. The **Documentation Centre** location changes with each release, indicated by a six-digit identifier. To ensure that you access the **Documentation Centre** relating to the version of SIMS installed at your establishment, you are strongly advised to access it from the SIMS **Home Page** (via **Focus | Home Page**), by clicking the **Documentation** button.

If you require assistance with this or any other issue you encounter when attempting to access user documentation, please contact the SIMS Publications team (**publications@capita.co.uk**).

We provide SIMS Documentation Centres and What's New pages for specific school phases, so that user documentation relevant only to your school phase is provided. When you click the **Documentation** button on the SIMS **Home Page**, SIMS interrogates the SIMS SQL database and displays the **Documentation Centre** relevant to your school phase. When a user logs into SIMS for the first time following an upgrade, a What's New page relevant to your school phase is provided.

For schools in Wales, the following key documents are provided in the Welsh language:

- What's New page
- Release note – Welsh Primary schools
- Release note – Welsh Secondary schools
- End of Key Stage Data Processing (Wales) handbook.

We would welcome any feedback you have on the school phase-specific SIMS Documentation Centres and What's New pages. If you have any comments, please email the SIMS Publications team (**publications@capita.co.uk**).

Update of the SIMS Documentation Centre in line with the SIMS Software

Some customers have informed us that the SIMS **Documentation Centre** is not being updated in line with the SIMS software; clicking the **Documentation** button on the SIMS **Home Page** following an upgrade displays content from the previous release.

If you encounter this issue, then the part of the SIMS upgrade that deals with the update of the SIMS **Documentation Centre** (**SIMSApplicationSetup.exe**) has failed.

This is caused by the incorrect configuration of the SIMS File Server settings in SOLUS3; it is likely that the File Server has been pointed to the network SIMS drive rather than the local SIMS drive. To resolve this issue, please complete the following steps.

1. In SOLUS3, navigate to **Environment | Targets** – **Services** tab.

2. Highlight the **SIMS File Server** service and then click the **Edit** button.

3. Ensure that the **Server name** is the name of the server that hosts the mapped SIMS drive.

4. Change the **Installation path** to the true name of the mapped drive (e.g. **D:\Admin Data\SIMS**) - do not use a mapped drive letter.

5. After correcting the **Installation path** setting, re-deploy the upgrade (via **Upgrades | Deployment History | <select the update>** - **Redeploy** button), choosing only the **SIMS File Server** from the list of available **TARGETS**, and then run the upgrade manually.

Where to Find More Information?

Via SIMS...

For the software handbook, navigate to the SIMS **Home Page**, click the **Documentation** button to display the **Documentation Centre**, click the **Handbooks** button then click the required handbook title.

Via My Account...

Documentation is also available from the My Account website (**https://myaccount.capita-cs.co.uk**).

1. Enter the required text in the **Search** field to display a list of documents that match the search criteria.

2. To refine the search further, click **Documents** and then select the required **Document type**, **File type** and/or **Date** range (click **Show more** to view additional options, if required).

Alternatively, click **SIMS Publications** (located in the **Popular Searches** list) to display a list of all SIMS publications.

The search results are displayed automatically.

Tips for using the My Account Search Facility

Here are some key tips for using the search facility in My Account. For additional explanations, please refer to the My Account website.

NOTE: You no longer need to use **+** / **-** / **""** when searching.

- Reduce the number of words you enter in the search field and use only key words, e.g. instead of entering **student showing as a contact**, search for the word **contact**.

- Use the **Product Type** filter to refine results further.

- Use the advanced filters located on the left-hand side of the **Search results** page.

If you are unable to obtain the required handbook using any of these methods, please email us (**publications@capita.co.uk**) and we will be pleased to email a copy to you.

Permissions

The permissions spreadsheet, which lists all permissions relating to SIMS 7.186, is available from the Documentation Centre. To access the SIMS Documentation Centre, click the Documentation button on the SIMS Home Page.

In My Account, select Knowledge Base, SIMS Publications (located in the Popular Searches list), enter 7.186 SIMS Permissions Spreadsheet in the Search for field then click the Find button. Alternatively, use the search facility on the Home Page to display a list of all Documents containing the search criteria.

Compatibility between One and SIMS

To be confirmed.

Version Support for FMS

The FMS support arrangements depend on the supported versions of SIMS where Personnel Links is being used. Support for FMS is detailed in the following table.

Release	SIMS Version	FMS Version	FMS with Personnel Links/Equipment Register	FMS without Personnel Links/Equipment Register
Spring 2019	7.186	6.186	Supported	Supported
Autumn 2018	7.184	6.184	Supported	Supported
Summer 2018	7.182	6.182	Not supported	Supported
Spring 2018	7.180	6.180	Not supported	Supported

NOTE: FMS 6.186 has been tested against SQL Server 2012, 2014 and 2016.

SLG Compatibility

SLG is guaranteed to support the previous two releases of SIMS, inclusive of any release with which it is shipped.

Supported SIMS Versions with SLG Spring Release

The SIMS Learning Gateway Spring Release can be used alongside the following versions of SIMS:

- SIMS 2019 Spring Release (SIMS 7.186)
- SIMS 2018 Autumn Release (SIMS 7.184).

IMPORTANT NOTE: If you install the SIMS 2019 Spring Release (SIMS 7.186) and continue to run an older release of SLG, this is not guaranteed to work and is therefore not supported.

Supported SIMS Versions with PX Spring Release

The SIMS PX Agent should be upgraded to the PX 2019 Spring Release immediately after, or in conjunction with, upgrading to the SIMS 2019 Spring Release.

IMPORTANT NOTE: If you install the SIMS 2019 Spring Release (SIMS 7.186) and continue to run an older release of the PX Agent, this is not guaranteed to work and is therefore not supported.

Agora

EP ES WP WS IN

SIMS Agora does not form part of the SIMS 2019 Spring Release.

For information on the latest release of Agora, please refer to the Agora release note, which is available from the My Account website (https://myaccount.capita-cs.co.uk).

AMPARK

New Features

EP ES WP WS IN

Enhancements for the SIMS 2019 Spring Release

The Assessment Manager and Performance Analysis Resource Kit (AMPARK) provides a set of resources for use with SIMS Assessment. This kit has been updated for the SIMS 2019 Spring Release.

For more information, please refer to the *Assessment Manager and Performance Analysis Resource Kit* release note, available from the My Account website (**https://myaccount.capita-cs.co.uk**).

Assessment

New Features

EP ES WP WS IN

Annual Updates to Early Years Foundation Stage Profiles for 2019

Applicable to schools in England only

Routines | Data In | Assessment | Import

The following resources have been updated for 2019 and are available from the **AMPA\England Primary (and Middle Deemed Primary)\Assessment Manager** folder:

- EYFS Profile Template 2019.xml
- EYFS Profile Wizard 2019.xml.

Annual Updates to Phonics Resources for 2019

Applicable to schools in England only

Routines | Data In | Assessment | Import

The following resources have been updated for 2019 and are available from the **AMPA\England Primary (and Middle Deemed Primary)\Assessment Manager** folder:

- Phonics Screening Templates 2019.xml
- Year 1 Phonics Screening Wizard 2019.xml
- Year 2 Phonics Screening Wizard 2019.xml.

Annual Updates for Key Stages 1 and 2 for 2019

Applicable to schools in England only

Routines | Data In | Assessment | Import

To address the statutory responsibilities for schools to report end of Key Stage information, Key Stage wizards and templates have been provided to align with official government guidance and assessment reporting arrangements for 2019. These resources are available from the **AMPA\England Primary (and Middle Deemed Primary)\Assessment Manager** folder:

- Key Stage 1 Wizard England 2019.xml
- Key Stage 2 Wizard England 2019.xml
- EN KS1 Templates 2019.xml
- EN KS2 Templates 2019.xml.

Annual Updates to the Key Stage 2 and Key Stage 3 Resources for 2019

Applicable to schools in Wales only

Routines | Data In | Assessment | Import

To address the statutory responsibilities for schools to report end of Key Stage information, the existing Key Stage wizards and templates have been updated to align with official government guidance and assessment reporting arrangements for 2019.

Wizards

- Key Stage 2 Wizard Wales 2019 Cy.xml
- Key Stage 2 Wizard Wales 2019 En.xml
- Key Stage 3 Wizard Wales 2019 Cy.xml
- Key Stage 3 Wizard Wales 2019 En.xml.

Templates

- Key Stage 2 Templates 2019 Cy.xml
- Key Stage 2 Templates 2019 En.xml
- Key Stage 3 Templates 2019 Cy.xml
- Key Stage 3 Templates 2019 En.xml.

Annual Updates to Foundation Phase Outcome Resources for 2019

Applicable to schools in Wales only

Routines | Data In | Assessment | Import

Updated resources that enable the collection of Foundation Phase Outcomes in both the Welsh and English languages have been provided. These resources are available from the AMPA\Wales Primary\Assessment Manager folder.

Wizards

- FP Outcomes Wizard 2019 Cy.xml
- FP Outcomes Wizard 2019 En.xml
- FP Baseline Assessment Wizard 2019 Cy.xml
- FP Baseline Assessment Wizard 2019 En.xml.

Templates

- FP Outcomes Template 2019 Cy.xml
- FP Outcomes Template 2019 En.xml
- FP Baseline Assessment Template 2019 Cy.xml
- FP Baseline Assessment Template 2019 En.xml.

Annual Updates to the NNT and NRT Resources for 2019

Applicable to schools in Wales only

Routines | Data In | Assessment | Import

To address the statutory responsibilities of schools, the existing National Numeracy resources have been updated to align with official government guidance and assessment reporting arrangements for 2019.

Primary

- NNT Wizard Year 02-06 2019 Cy.xml
- NNT Wizard Year 02-06 2019 En.xml
- NNT Primary Templates 2019 Cy.xml
- NNT Primary Templates 2019 En.xml
- NRT Wizard Year 02-06 2019 Cy.xml
- NRT Wizard Year 02-06 2019 En.xml
- NRT Primary Templates 2019 Cy.xml
- NRT Primary Templates 2019 En.xml.

Secondary

- NNT Wizard Year 07-09 2019 Cy.xml
- NNT Wizard Year 07-09 2019 En.xml
- NNT Secondary Templates 2019 Cy.xml
- NNT Secondary Templates 2019 En.xml
- NRT Wizard Year 07-09 2019 Cy.xml
- NRT Wizard Year 07-09 2019 En.xml
- NRT Secondary Templates 2019 Cy.xml
- NRT Secondary Templates 2019 En.xml.

Annual Updates to the National Numeracy Test Resources for 2019

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Applicable to schools in Wales only

Routines | Data In | Assessment | Import

To address the statutory responsibilities of schools, the existing National Numeracy resources have been updated to align with official government guidance and assessment reporting arrangements for 2019.

Primary

- NNT Wizard Year 02-06 2019 Cy.xml
- NNT Wizard Year 02-06 2019 En.xml
- NNT Primary Templates 2019 Cy.xml
- NNT Primary Templates 2019 En.xml.

Secondary

- NNT Wizard Year 07-09 2019 Cy.xml
- NNT Wizard Year 07-09 2019 En.xml
- NNT Secondary Templates 2019 Cy.xml
- NNT Secondary Templates 2019 En.xml.

Annual Updates to the National Reading Test Resources for 2019

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Applicable to schools in Wales only

Routines | Data In | Assessment | Import

To address the statutory responsibilities of schools, the existing National Reading Test resources have been updated to align with official government guidance and assessment reporting arrangements for 2019.

Primary

- NRT Wizard Year 02-06 2019 Cy.xml
- NRT Wizard Year 02-06 2019 En.xml
- NRT Primary Templates 2019 Cy.xml
- NRT Primary Templates 2019 En.xml.

Secondary

- NRT Wizard Year 07-09 2019 Cy.xml
- NRT Wizard Year 07-09 2019 En.xml
- NRT Secondary Templates 2019 Cy.xml
- NRT Secondary Templates 2019 En.xml.

Attendance Collection (Wales)

New Features

WP **WS** 📕

Attendance Collection 2019 Return Key Dates

Routines | Statutory Returns | Attendance Collection

Primary school phase:

- Submission date: 20/09/2019
- Attendance data collection period: the entire academic year or 03/09/2018 to 22/07/2019
- Data is only collected for pupils aged five and over at 31/08/2018.

Secondary school phase:

- Submission date: 14/06/2019
- Attendance data collection period: 03/09/2018 to 24/05/2019
- Data is only collected for students aged 15 or less at 31/08/2018.

Part-Time XML Tag Change

The XML tag for the part-time indicator has been changed from True/False to 1/0.

To avoid validation error 1640 (Part-time indicator not a recognised value) being triggered, ensure that the PLASC 2019 Return is complete <u>before</u> applying the SIMS 2019 Spring Release. After the SIMS 2019 Spring Release is applied, the PLASC return will generate errors for Free School Meals and Part-time pupils. This is because the WG validations no longer allow True/False.

Changes to Validation Rules

The dates in the following validation rules have been amended in line with the 2019 return.

Number	Type	Validation Message
12845	Query	Please check: Pupil (aged 15 or over) with ULN missing.
12849	Error	Invalid survey reference date.
12850	Error	Invalid survey reference date.
12904	Query	Please check: Sessions Possible is not between 60 and 400.
12905	Query	Please check: Leaver (aged 14 or over) with ULN missing.
12906	Error	File uploaded with a Leaver/s outside of mandatory school age.

Course Manager

`ES` `WS` `IN` 📕

Specifying the Welsh Government Learning Providers Date Range

Applicable to schools in Wales only

Tools | Academic Management | Course Manager | Maintain Courses

It is now possible to specify the **From** and **To** date range for courses provided by the Welsh Government learning provider. The **Reason** field is also available for any notes to be recorded against these courses in the **Classification** panel.

FMS

For information on the new features, enhancements and fixes included in FMS 6.186, please refer to the *FMS 6.186* Release Note.

InTouch

`EP` `ES` `WP` `WS` `IN` 📕

Changes to Low Priority SMS Text Message Routing for SIMS Parent Schools

InTouch customers who also have SIMS Parent can benefit from sending low priority messages (all messages except emergency alerts or unexpected absence messages) as push messages to SIMS Parent rather than SMS text messages, when the parent/guardian is signed in to the app. Parents can reply directly from SIMS Parent and these replies are visible in InTouch.

Options Online

`ES` `WS` `IN`

Options Online does not form part of the SIMS 2019 Spring Release.

For information on the latest release of Options Online, please refer to the Options Online Newsfeed notification, which is available from the My Account website (**https://myaccount.capita-cs.co.uk**).

Personnel

New Features

EP ES WP WS IN 📕

Enhancements to the Delete Staff Routine

Routines | Staff | Delete Staff

The Delete Staff routine was originally intended as a means of deleting a member of staff from SIMS who had been recorded in error and therefore had no links to other areas of SIMS.

To assist schools in being GDPR compliant, the rules that determine whether a member of staff can be deleted have been relaxed.

It is now possible to delete a member of staff where the data recorded against them in SIMS is restricted to one or more of the following areas:

- Curriculum
- Curriculum & Lesson Planner
- Staff details
  - detention supervisor
  - vehicle owner
  - any email
  - any group supervisor
  - telephone
  - current address.
- Employment history.

Please note that unused user logins in SIMS System Manager can be deleted via **Focus | System Manager | Manage Users**.

If a member of staff has data recorded about them <u>in any other area(s) of SIMS</u>, it will continue to be impossible to delete the member of staff.

Reporting

Once you have upgraded to the SIMS 2019 Spring Release, please remember to import the most up-to-date predefined reports. To import the reports, select **Reports | Import**, then navigate to and select **PreDefined_Reports_v7186.RptDef** (typically found in **C:\Program Files (x86)\SIMS\SIMS .net**). Once imported, the updated reports are available to all users with the appropriate permissions.

School Census Summer 2019 Return

New Features

EP ES 📕

School Census Summer 2019 Key Date

Routines | Statutory Return | School Census

Census date 16/05/2019

Attendance collected from 01/01/2019 to 21/04/2019

Exclusions collected from 01/09/2018 to 31/12/2018

Free School Meal Eligibility collected from 18/01/2019 to 16/05/2019

Learner Support collected from 01/08/2018 to 16/05/2019.

SIMS Core

New Features

`EP` `ES` `WP` `WS` `IN`

Enhancements to the CTF Import Contact Matching Criteria

Routines | Data In | CTF | Import CTF

When importing a CTF, the amount of data required for considering a contact as being matched has been increased to:

- Gender
- Forename
- Surname
- and one of:
  - Address
  - Telephone
  - Email.

Contacts with insufficient data for confident matching will <u>not</u> be imported.

Deleting Unlinked Person Records

Tools | Housekeeping | Delete Unlinked Persons

Unlinked persons can be deleted from SIMS. These may be applicants, agents, pupils or other individuals whose historical personal data should no longer be retained in line with GDPR guidelines.

Linking Notes and Documents to Behaviour Incidents

Focus | Behaviour Management | Maintain Behaviour Incidents

It is now possible to link notes and documents to a behaviour incident via the **Behaviour Incident Notes/Documents** panel.

Viewing the Status of a Behaviour Incident

Focus | Behaviour Management | Maintain Behaviour Incidents

It is now possible to review changes made to the status of a behaviour incident by clicking the **Change Log** button in the **Details** panel of the **Behaviour Incident Details** page.

Selecting Multiple Bullying Types in an Individual Behaviour Incident

Focus | Behaviour Management | Maintain Behaviour Incidents

To enable more in-depth reporting on bullying concerns, it is now possible to select more than one type of bullying in an individual behaviour incident.

Enhancements to Conduct Browsers

Focus | Behaviour Management | Maintain Achievements
Focus | Behaviour Management | Maintain Behaviour Incidents
Focus | Behaviour Management | Maintain Detentions

It is now possible to view the names of pupil/students who are associated with an achievement, behaviour incident or a detention via the **Students Involved** panel on the right-hand side of the browsers.

Enhancements to the Bulk Deletion of Pupil/Students Routine

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Routines | Pupil (or Student) | Bulk Delete Pupil (or Student) Data

The **Delete All Pupil Data** option has been added to the Bulk Delete Student Data routine, meaning you no longer need to select all the data areas you want to delete individually.

Anonymising Staff Data in FMS

Tools | Setups | School Options

To assist schools in being GDPR compliant and to retain the integrity of the salary related financial data held in FMS, where Personnel Links are in use and the option to exclude staff leavers from the salary extract has been selected in SIMS, excluded staff data will be substituted for anonymised data in FMS.

SIMS ID

EP ES WP WS IN

SIMS ID enables a single login point for multiple pieces of software. It works by synchronising key user data between SIMS and SIMS ID, enabling a Single Sign On (SSO) experience for pupil/students, staff and parents. Accounts, groups and timetable data are synchronised between SIMS and SIMS ID, with both administrators and users accessing SIMS ID as their go to point entry for local and online services.

- **SIMS ID Light** manages users in Cloud Services such as Hosted SIMS, Office 365 and Google.
- **SIMS ID Standard** manages users in Local Services such as Active Directory, as well as Cloud Services where required.

SIMS ID does not form part of the SIMS 2019 Spring Release. For more information, please visit the SIMS ID product page on the Capita SIMS website (**http://www.capita-sims.co.uk/simsid**).

SIMS Parent and SIMS Parent Lite

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SIMS Parent and SIMS Parent Lite do not form part of the SIMS 2019 Spring Release.

For information on the latest releases of these products, please refer to the SIMS Parent (**https://myaccount.capita-cs.co.uk/hot-topics/sims-parent-app-student-app/**) and SIMS Parent Lite (**https://myaccount.capita-cs.co.uk/hot-topics/SIMS-Parent-Lite/**) Newsfeed notifications, which are available from the My Account website.

SIMS Services Manager

EP ES WP WS IN

The SIMS 2019 Spring Release does <u>not</u> include an update to SIMS Services Manager and it does <u>not</u> provide the facility to install the product.

If SSM is not currently installed, the latest version is available from *SIMS Release Download Links and Product Information* in the **Notifications** area on My Account (**https://myaccount.capita-cs.co.uk/Notifications/SIMS-Release-Download-Links/**).

The current version ensures compatibility between SIMS and SSM, as well as products that make use of SSM.

For customers that centrally host SSM, please refer to the most recent manual SSM update, which is available from *SIMS Release Download Links and Product Information* in the **Notifications** area on My Account (**https://myaccount.capita-cs.co.uk/Notifications/SIMS-Release-Download-Links/**).

Teacher app

New Features

EP ES WP WS IN

SIMS Teacher app Compatibility

The SIMS Teacher app is guaranteed to support the previous two releases of SIMS, inclusive of any release with which it is shipped.

The SIMS Teacher app can be used alongside the following versions of SIMS:

- SIMS 2019 Spring Release (SIMS 7.186)

- SIMS 2018 Autumn Release (SIMS 7.184).

Please note that the Teacher app does <u>not</u> form part of the SIMS 2019 Spring Release. For information on new features and enhancements, please refer to the What's New section of the SIMS Teacher app Help Centre, which is available by clicking the Help Centre button in the app.