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## Welcome to the SIMS 2020 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 essential that you read the release note associated with each 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 2020. Schools should not 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 must be applied to your SIMS database by a user with System Administrator permissions.

### General

If your school uses both Fees Billing and FMS, then SIMS and FMS must 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 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.

## 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.

-  *Content applicable to English Primary and Northern Ireland Primary schools*
-  *Content applicable to English Secondary and Northern Ireland Secondary schools*
-  *Content applicable to Welsh Primary schools*
-  *Content applicable to Welsh Secondary schools*
-  *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](mailto: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.

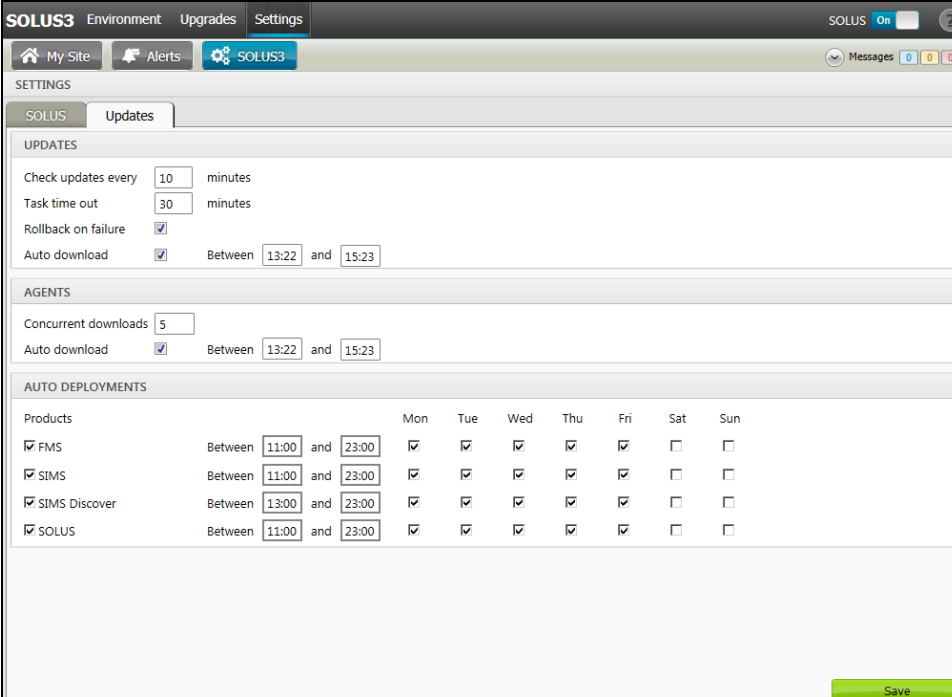
**IMPORTANT NOTE:** Backups are no longer zipped, because of the number of issues caused by zipping backup files. Recent operating systems now allow the use of compressed folders, which are recommended for automatically compressing backups. Please refer to your operating system documentation for instructions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

## Important Information Regarding the Upgrade of SIMS and Discover

**IMPORTANT NOTE:** You must upgrade to the SIMS 2020 Spring Release before 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.



| Products  | Between | and             | Mon                                 | Tue                                 | Wed                                 | Thu                                 | Fri                                 | Sat                      | Sun                      |
|---|---------|-----------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| <input checked="" type="checkbox"/> FMS           | Between | 11:00 and 23:00 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> SIMS          | Between | 11:00 and 23:00 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> SIMS Discover | Between | 13:00 and 23:00 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> SOLUS         | Between | 11:00 and 23:00 | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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](mailto: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](mailto: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 2020 Spring Release without logging into SIMS, the **Documentation Centre** is accessible using a web link (<http://simspublications.com/273645/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](http://www.simspublications.com).

Advice is provided if you enter [simspublications.com](http://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](mailto: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](mailto: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](mailto: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 7.192, 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 **7.192 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 2020 | 7.192        | 6.192       | Supported                                   | Supported                                      |
| Autumn 2019 | 7.190        | 6.190       | Supported                                   | Supported                                      |
| Summer 2019 | 7.188        | 6.188       | Not supported                               | Supported                                      |
| Spring 2019 | 7.186        | 6.186       | Not supported                               | Supported                                      |

NOTE: FMS 6.192 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 2020 Spring Release (SIMS 7.192)
- SIMS 2019 Autumn Release (SIMS 7.190).

**IMPORTANT NOTE:** If you install the SIMS 2020 Spring Release (SIMS 7.192) 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 2020 Spring Release immediately after, or in conjunction with, upgrading to the SIMS 2020 Spring Release.

**IMPORTANT NOTE:** If you install the SIMS 2020 Spring Release (SIMS 7.192) and continue to run an older release of the PX Agent, this is not guaranteed to work and is therefore not supported.

## AMPARK

### New Features

EP ES WP WS IN

### Enhancements for the SIMS 2020 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 2020 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 for Key Stages 1 and 2 for 2020

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 2020. These resources are available from the **AMPA\England Primary (and Middle Deemed Primary)\Assessment Manager** folder:

- Key Stage 1 Wizard England 2020.xml
- Key Stage 2 Wizard England 2020.xml
- EN KS1 Templates 2020.xml
- EN KS2 Templates 2020.xml.

### Annual Updates to Early Years Foundation Stage Profiles for 2020

Applicable to schools in England only

[Routines](#) | [Data In](#) | [Assessment](#) | [Import](#)

The following resources have been updated for 2020 and are available from the **AMPA\England Primary (and Middle Deemed Primary)\Assessment Manager** folder:

- EYFS Profile Template 2020.xml
- EYFS Profile Wizard 2020.xml.

## Annual Updates to Phonics Resources for 2020

Applicable to schools in England only

[Routines](#) | [Data In](#) | [Assessment](#) | [Import](#)

The following resources have been updated for 2020 and are available from the **AMPA\England Primary (and Middle Deemed Primary)\Assessment Manager** folder:

- Phonics Screening Templates 2020.xml
- Year 1 Phonics Screening Wizard 2020.xml
- Year 2 Phonics Screening Wizard 2020.xml.

## Changes to KS2 Tests and Teacher Assessments

Applicable to schools in England only

[Focus](#) | [Assessment](#) | [Marksheet Entry](#)

The following changes have been made to Key Stage 2 resources:

- Removal of the NOTSEN value from the P Scales grade set and marksheet aspects.
- Admin Codes (A, D, F, L and P) removed from Reading and Mathematics Teacher Assessment grade sets.
- Additional grade set, aspect and template for multiplication tables check delivered via KS2 E. Multiplication Tables Check 2020 (included in templates file resource only).

## Updates to Foundation Phase Baseline Assessments for 2019/20

Applicable to schools in Wales only

[Routines](#) | [Data In](#) | [Assessment](#) | [Import](#)

Updated resources that enable the collection of Foundation Phase Baseline Assessments in both the Welsh and English language were provided with the SIMS 2019 Autumn Release. These resources are available from the **AMPA\Wales Primary** folder.

## Wizards

- FP Baseline Assessment Wizard 2020 En.xml
- FP Baseline Assessment Wizard 2020 Cy.xml.

## Templates and Individual Reports

- FP Baseline Assessment Template 2020 En.xml
- FP Baseline Assessment Template 2020 Cy.xml.

## Annual Updates to Foundation Phase Outcome Resources for 2020

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 2020 Cy.xml
- FP Outcomes Wizard 2020 En.xml.

## Templates

- FP Outcomes Template 2020 Cy.xml
- FP Outcomes Template 2020 En.xml.

## Annual Updates to the Key Stage 2 and Key Stage 3 Resources for 2020

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 2020. These resources are available from the appropriate **Assessment Manager** folders for schools in Wales.

## Wizards

- Key Stage 2 Wizard Wales 2020 Cy.xml
- Key Stage 2 Wizard Wales 2020 En.xml
- Key Stage 3 Wizard Wales 2020 Cy.xml
- Key Stage 3 Wizard Wales 2020 En.xml.

## Templates

- Key Stage 2 Templates 2020 Cy.xml
- Key Stage 2 Templates 2020 En.xml
- Key Stage 3 Templates 2020 Cy.xml
- Key Stage 3 Templates 2020 En.xml.

## Annual Updates to the NNT Resources for 2020

Applicable to schools in Wales only

[Routines](#) | [Data In](#) | [Assessment](#) | [Import](#)

To address the statutory responsibilities of schools, the existing National Numeracy test resources have been updated to align with official government guidance and assessment reporting arrangements for 2020. These resources are available from the appropriate **Assessment Manager** folders for schools in Wales.

### Primary

- NNT Wizard Year 02-06 2020 Cy.xml
- NNT Wizard Year 02-06 2020 En.xml
- NNT Primary Templates 2020 Cy.xml
- NNT Primary Templates 2020 En.xml.

### Secondary

- NNT Wizard Year 07-09 2020 Cy.xml
- NNT Wizard Year 07-09 2020 En.xml

- NNT Secondary Templates 2020 Cy.xml
- NNT Secondary Templates 2020 En.xml.

## Additional AMPARK folder for Special Schools in Wales

Applicable to schools in Wales only

We have provided an AMPARK folder for Welsh Special Schools and have implemented the Auto Import routine so that you no longer have to add the Statutory Assessment or PoS resources manually. Resources required for Assessing Pupil Progress and Performance Analysis can be imported from the Wales Primary or Wales Secondary AMPARK folders.

## Attendance

### New Features

**EP** **ES** **WP** **WS** **IN**

### Registration Certificate - Personal Details

[Reports](#) | [Attendance](#) | [Individual Pupil \(or Student\) Reports](#) | [Registration Certificate Report](#)

To help avoid accidentally sending personal details where it is not intended, the control for the inclusion of the **Personal Details** section of the report is now more prominent and the default is set to **No**.

When the print option is selected, a dialog enables the choice of including or excluding the **Personal Details** section.

The check box previously used for this purpose has been removed from the **Registration Certificate Report** browser.

## Attendance Collection (Wales)

### New Features



### Attendance Collection 2020 Return Key Dates

*Routines | Statutory Returns | Attendance Collection*

#### Primary school phase:

- Submission date: 18/09/2020
- Attendance data collection period: 02/09/2019 to 20/07/2020
- Data is only collected for pupils aged five and over at 31/08/2019.

#### Secondary school phase:

- Submission date: 12/06/2020
- Attendance data collection period: 02/09/2019 to 22/05/2020
- Data is only collected for students aged 15 or under at 31/08/2019.

## Course Manager

### New Features



### Revised List of QWADs Provided by the Welsh Government

Applicable to schools in Wales only

The list of QWADs provided by the Welsh Government has been updated for Spring 2020. QWADs are reported on in the Post 16 PLASC 2020 Return and have replaced the Learning Activity Reference.

## FMS

For information on the new features, enhancements and fixes included in FMS 6.192, please refer to the *FMS 6.192* Release Note.

## Insights & Analytics - Curriculum Led Financial Planning (CLFP)

<https://www.capita-sims.co.uk/WhatsNewCLFP>

Insights and Analytics is a new automated data service that helps senior leaders engage with their school information through strategically-themed dashboards and raw data exports.

Introducing the strategic theme of Curriculum Led Financial Planning, which helps to strengthen the links between effective curriculum resource management and efficient financial management to identify significant cost savings for a school or Multi Academy Trust.

Insights are generated for the following measures.

### CLFP (School characteristics)

- Average teacher cost (£)
- Senior leaders as a percentage of workforce - leadership FTE ratio
- Pupil to teacher ratio
- Pupil to adult ratio
- Teacher contact ratio
- Average class size – average students per class
- Cost per hour lesson
- Leadership cost ratio
- Contract hours per year
- Teaching hours per year
- Proportion of teaching time (ratio).

### Budget Ratios (Spending as a percentage of total expenditure)

- Teaching staff
- Supply staff
- Education Support Staff

- Administrative and clerical staff
- Other staff costs
- Premises (including staff costs)
- Teaching resources
- Energy
- Other spending
- In year balance
- Revenue reserve.

Additional related measures to support resource & succession planning are also provided for the following areas.

### Staff Demographics

- Employee count
- Contract FTE
- Average age
- Average salary
- Average length of service
- Count of staff by service term and salary band
- Count of staff by age band and gender
- Count of staff by salary band
- Count of staff by length of service.

### Staff Absence

- All absence (days)
- Long term (days)
- Short term (days)
- Absence days by age band (and staff count)

- Absence days by absence reason
- Absence days by length of service (and staff count)
- Indicative cost of absence.

Schools can choose to authorise data flow from SIMS and FMS to automatically populate dashboards with their school data.

Dashboards will display results based on the latest data transfer, snapshots will be taken at the end of each month to aid comparisons over time.

For more information on this new solution, please visit <https://www.capita-sims.co.uk/WhatsNewCLFP>.

## Lesson Monitor

### New Features

ES WS IN

### Registration Certificate - Personal Details

[Reports](#) | [Lesson Monitor](#) | [Individual Student Reports](#) | [Registration Certificate Report](#)

To help avoid accidentally sending personal details where it is not intended, the control for the inclusion of the **Personal Details** section of the report is now more prominent and the default is set to **No**.

When the print option is selected, a dialog enables the choice of including or excluding the **Personal Details** section.

The check box previously used for this purpose has been removed from the **Registration Certificate Report** browser.

## Options Online

ES WS IN

Options Online does not form part of the SIMS 2020 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

### Enhancement to the QTS Route Lookup

Applicable to schools in Wales only

[Tools](#) | [Lookups](#) | [Maintain](#)

To ensure compatibility between the Common Basic Data Sets (CBDS) in use by both the DfE and the Welsh Government, the **QTS Route** lookup type has changed from **Standard** to **Statutory with Category**.

## Reporting

Once you have upgraded to the SIMS 2020 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\_v7192.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.

EP ES WP WS IN

### Enhancements to the Reporting Dictionary

[Reports](#) | [Design Report](#)

To support the provision of **Exams Access Arrangements** (i.e. special arrangements) on various pages in SIMS, the following items have been added to the reporting dictionary:

- Arrangements sub-report (via **Student | Exams Access Arrangements**) - this sub-report contains the **Arrangement Description** and **Extra Time Y/N** fields
- Access Arrangements Comments field (via **Student | Exams Access Arrangements**).

## School Census Summer 2020 Return

### New Features

EP ES

### School Census Summer 2020 Key Dates

[Routines](#) | [Statutory Returns](#) | [School Census](#)

Census date 21/05/2020

Attendance collected from 01/01/2020 to 12/04/2020

Exclusions collected from 01/09/2019 to 12/04/2020

Free School Meal Eligibility collected from 17/01/2020 to 21/05/2020

Learner Support collected from 01/08/2019 to 21/05/2020.

### New Detail Reports

Not applicable to Nursery schools

The new Permanent Exclusions without Final Review report is available via the **Detail Report** drop-down list.

This new report details permanent exclusions that will not be included in the census, either because the exclusion process is still ongoing or because the school has forgotten to record the final review result.

If there are permanent exclusions without a final review result and date, a message is displayed on **Create & Validate**. The message directs the user to check if permanent exclusions are still ongoing by running the Permanent Exclusions without Final Review report.

## SIMS Core

### New Features

EP ES WP WS IN

### Importing Final University Placements from UCAS

Applicable to Secondary schools in England and Wales and Independent schools only

[Routines](#) | [Data In](#) | [Pupil \(or Student\) Data](#) | [Import From Spreadsheet](#)

School Administrators can now import pupil/student final university placements from UCAS. For Independent schools, this enables statistics to be obtained from SIMS and sent to the Independent Schools Council regarding the percentage of pupil/students who went on to Higher Education.

### Importing Pupil/Student Email Addresses and Telephone Numbers

[Routines](#) | [Data In](#) | [Pupil \(or Student\) Data](#) | [Import From Spreadsheet](#)

School Administrators can now import pupil/student personal email addresses and telephone numbers.

### Viewing Exams Access Arrangements Information

Applicable to Secondary schools that use Examinations Organiser

[Focus](#) | [Student](#) | [Student Details - SEN link in the Links panel](#)

[Focus](#) | [Admission](#) | [Application - SEN link in the Links panel](#)

[Focus](#) | [Student](#) | [Special Educational Needs](#)

A new panel on various pages in SIMS displays any **Exams Access Arrangements** (i.e. special arrangements) that have been recorded against a student in their role as an exams candidate via Examinations Organiser. This information is read-only.

## 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 2020 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

EP ES WP WS IN

SIMS Parent and SIMS Parent Lite do not form part of the SIMS 2020 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 Pay

EP ES WP WS IN

SIMS Pay does not form part of the SIMS 2020 Spring Release.

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



## SIMS Services Manager

EP ES WP WS IN

The SIMS 2020 Spring Release does not include an update to SIMS Services Manager and it does not 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

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 2020 Spring Release (SIMS 7.192)
- SIMS 2019 Autumn Release (SIMS 7.190).

Please note that the Teacher app does not form part of the SIMS 2020 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.