

16 September 2024

Dear Parents/Carers,

SHS Communication Update

I am writing to you following parent feedback received at our 'Parent Forum' and 'Meet the Headteacher' drop-ins held in July 2024 and as a follow-up to the 'You said, We did' part of my final summer term letter. I received a lot of feedback around communication, both outgoing and incoming, and how these communications are dealt with. Across the year I will review all elements of communication and have begun by looking specifically at outgoing communication. A review of incoming communication and homework will follow in due course.

As we move into a technological era, and one where there is the need for sustainability, we will move to a modern and electronic communications system which incorporates technology but in formats which should be familiar to our parents and carers. We will also fine tune the number of different avenues for communication to ensure that parents/carers and students know how to expect messages from the school so that this happens in a consistent and easily accessible manner.

The majority of our outgoing communications will therefore utilise one or more of the following:

- **SIMS Parent app** – this is an app available to download and links directly to our information management system. This is where we hold all personal information about your child. This was launched with parents/carers in September 2023 and was originally used to send information about your child's progress, attendance and behaviour. We are now building on this by moving away from sending e-mails and **sending the majority of information via the SIMs Parent app** in order for all information to be accessible in one place. This will include notifications and links to information. All letters will be sent via this means of communication, both generic and personal to your child. The only e-mails sent will be those relating to positive achievement. Instructions for activating the SIMS Parent app if required are included at the end of this letter.
- **The School Website** – Generic letters sent home will also be included on the school website alongside the huge range of good news stories that happen each week. As part of the review, we are looking at a new design for the website to ensure that parents and carers can get to the information they need quickly and efficiently. For key information, a notification will be sent via the SIMS Parent app to direct you to the relevant part of the website.
- **Facebook** – We are streamlining our use of social media to ensure that parents/carers do not feel that they have to join multiple social network sites. We have taken the decision to use Facebook as that is the site that more parents/carers are currently signed up to and, for many, it is the most familiar form of social media. We will not be posting further on X, formally known as Twitter or Instagram.
- **Text messages** – We have a text message system that is able to send personal or cohort specific messages. This system can send and receive messages using the usual SMS system on mobile devices. We will use this system to notify parents/carers of time critical messages. This system will be used to notify parents/carers of student absence, detentions, school closures, and/or emergency procedures. Our SMS number is 07860 040436; we suggest that you save this in your contacts.

All other form of communication e.g. e-mail will no longer be used to communicate to parents and carers. The only exception are e-mails relating to positive achievements. This change will take effect from Tuesday 1 October 2024.

It is therefore crucial that all parents /carers download and make use of the SIMS Parent app.

For our Y7 parents/carers and for the minority of Y8-Y11 parents/carers who have yet to sign up, you will receive an email inviting you to download and sign up to SIMS Parent app by Friday 20 September 2024. The SIMS Parent app is available for free on iOS and Android and can also be viewed as a web page in your browser. A separate instructions sheet is attached to this letter and we have also included instructions on our website at the following link: - [SIMS Parent : Parents : Stocksbridge High School](#)

ICT support is available by e-mailing simssupport@stocksbridge-mlt.co.uk

In summary, SIMS Parent app is a one-stop-shop that will allow you to see real-time data regarding:

- ✓ The majority of communication from school - apart from
 - texts which will be used for attendance, detentions and urgent instructions such as closure of the school.
 - e-mails relating to positive achievements.
- ✓ Attendance
- ✓ Timetable
- ✓ Achievement points
- ✓ Behaviour points
- ✓ Period 6 (Y11 students only)
- ✓ Student report
- ✓ Data collection form to change your details – **NEW from October 2024**

Achievement and Recognition

Students will continue to earn achievement points for living our school values of – Be Positive, Be Kind, Be Confident and Be Reflective, as well as for academic achievement. These will continue to be sent by e-mail in real-time. We have also, at student request, brought back stamps for planners. These stamps are collated each week and recorded by the form tutor in SIMS in our extended Personal Development time each week.

We will continue with 'Star of the Lesson'. This can be awarded once per lesson and will be given to a student who has gone above and beyond, worked particularly hard or completed an outstanding piece of work. If your child has been awarded Star of the Lesson, they will earn 2 achievement points, again this will be communicated via e-mail in real-time. I have also asked my Senior Team to award one golden ticket per day. This is a special award given to the student that has impressed them the most on their regular walks around school. These golden tickets are worth 3 achievement points and an invitation to a special Headteacher's breakfast at the end of each half term!

For a full breakdown of the achievement and recognition rewards available please see the below visual:

Wave 1

• **Living our school values**

- Praise, praise, praise
- Meet and greet positively
- Encouraging, please and thank you, hello, how are you? Have you had a good day?
- Smiling and having a positive disposition around school

Wave 2

• **Every day, every lesson**

- Awarding of achievement points
- Awarding one Star of the Lesson, every lesson
- Positive recognition during the lesson of positive values - 'what a great answer', 'an excellent diagram', 'you've really tried hard with that piece of writing', 'great improvement today', 'your feedback shows great understanding', 'thank you for tidying that table'
- Instant messages via the Parent App (A1 - A4) and Values Achievements (V1 - V4)
- Email messages about Star of the Lesson and special recognition awards

Wave 3

• **Special Recognition**

- Terrific Tuesday stall - we are proud of ourselves and our work
- 2 positive recognition phone calls home per week from form tutors
- Half-Termly recognition & rewards assemblies - linked to school values and achievements
- Half-termly subject commendations
- Following departmental policy of recognition and rewards e.g. postcards
- Student of the week displays

Wave 4

• **Super Stars**

- SLT/Visitor Golden Ticket Awards
- Breakfast with the headteacher
- End of term recognition & rewards events
- Summer Term recognition & rewards trips
- Student commendation awards
- Celebration & Awards Evening in the Summer Term

Attendance Monitoring

If your child is absent from school and you haven't notified us with a reason for their absence, you will receive an SMS message from our text number. If you do receive a message from 07860 040436 requesting a reason for your child's absence, you can choose to reply directly to the SMS message and it will reach our Attendance Officer.

This number should not be used to report a student absence and you should continue to either: -
E-mail the Attendance Officer on attendance@stocksbridge-mlt.co.uk or contact us on (0114) 2883153, selecting option 1 and leaving a message which will be actioned by the Attendance Officer. Please do not send e-mails relating to absence to enquiries@stocksbridge-mlt.co.uk as this will delay your e-mail being actioned.

If you have any questions about any of the content of this letter, please do not hesitate to get in touch by contacting our enquiries e-mail – enquiries@stocksbridge-mlt.co.uk and we will be happy to help.

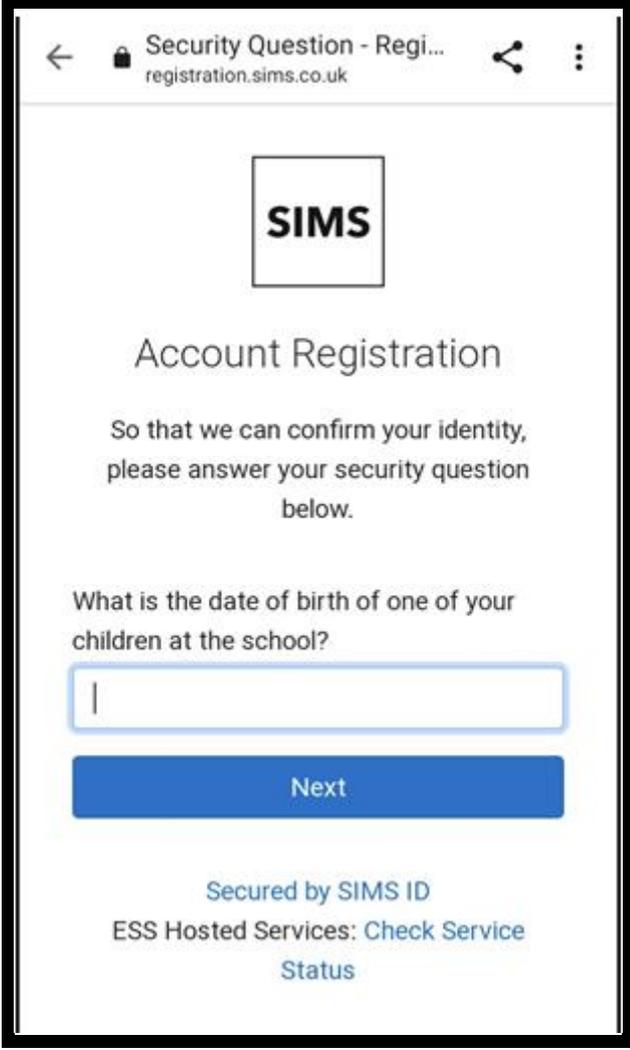
Yours faithfully,



Mr B Gilder
Headteacher

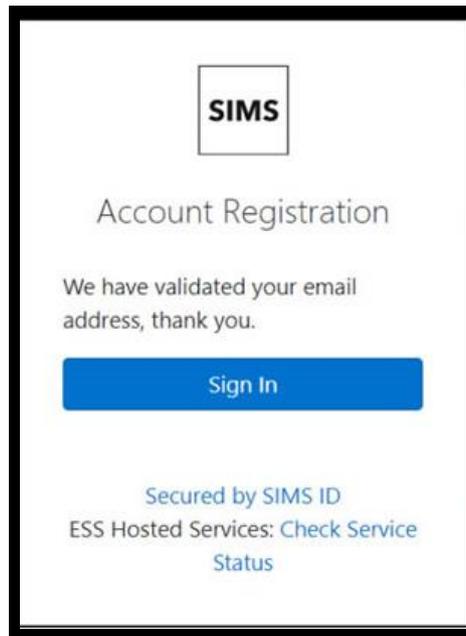
PARENT APP INSTRUCTIONS FOR ACTIVATION

1. We will send you an activation email from noreply@sims.co.uk to the **e-mail address that we have on our school database**. simply click on the link from your tablet, PC or smartphone to activate your account. You will be asked to setup a SIMS ID account using your own e-mail address and a password of your choice. Please check your junk or spam folders.
2. On seeing the Activate Your Account screen you will
 - Enter your e-mail address (This MUST be the same e-mail address that is stored on our database).
 - Enter your activation code (if it isn't already pre-filled)
 - Create a password (after clicking the 'next' button)
 - Provide the requested secret information (this is usually a date of birth of a student that you have in school in the format of dd/mm/yyyy)



The screenshot shows a mobile app interface for SIMS Account Registration. At the top, the title bar reads "Security Question - Regi..." with the URL "registration.sims.co.uk" below it. The SIMS logo is centered at the top. Below the logo, the text "Account Registration" is displayed. A message states: "So that we can confirm your identity, please answer your security question below." The security question is: "What is the date of birth of one of your children at the school?". There is a text input field with a vertical cursor. Below the input field is a blue "Next" button. At the bottom, it says "Secured by SIMS ID" and "ESS Hosted Services: Check Service Status".

3. Once your account has been created, you will receive a verification e-mail at the e-mail address you registered with. Please check your junk/spam folder if you do not receive anything in your in-box).
4. Click the verification link in this e-mail. This will verify your e-mail address and validate your account. You will see in the image below when your account has been successfully verified.



5. When prompted (after clicking on the blue 'sign in' button) you will be able to log in using the e-mail address and password that you just created. You will now be taken to SIMS Parent app.
6. Once registered for the first time, you should use the SIMS ID button to login using your registered e-mail address and password. This can be seen in the image below
7. After you have registered you can sign in to SIMS Parent app at the following link <https://www.sims-parent.co.uk/>

