

ICT Services

Secondary Schools Seminar Summer 2019

Cheshire East Council

Agenda

- **Welcome and Introductions**
- **General Information**
- **Schools Desktop including Security updates**
- **SIMS Updates**
- **SIMS Hints and Tips**
- **AOB**

GENERAL INFORMATION

Staff Changes

- **Joe Edwards – joined the desktop team in replacement of Stuart Lovatt**
- **Tom Wellings – joined the Sims team but has previous experience in the Desktop team**
- **Elaine Cavanagh – had a little boy called Jay**

Service Desk Changes

- **Phones have now changed, once School option is chosen**
- **Press 1 for SIMS queries and 2 for any other queries**

Website/Remote Support

- Look at website for any updates

www.cheshireschools.co.uk

- Training Courses are advertise here
- Resources –
 - Document – include filesets etc
 - Support and Advice – Sims FAQs, hints and tips
- Lots of work to take place over the holidays

E-Payments (Cheshire East Schools only)

- **Has undergone changes behind the scenes and the front end**
- **New links**

Admin site:

<http://apeast.ourcheshire.cccusers.com/Cec.SchoolsEPayments.Intranet>

and the Shop:

<https://online.cheshireeast.gov.uk/Cec.SchoolsEPayments.Internet/>

- **Any issues, please log a call with the Service Desk**

eCWIP/ChESS

- **Please let Leeann know if buy back has not been returned**
- **Managed Internet – need to give 3 months notice to our supplier**
- **May be charged for September if no notice given**

Contacts

ICT Service Desk

0300 123 5121

Schoolsict servicedesk@cheshireeast.gov.uk

<http://cosodirect.ourcheshire.cccusers.com>

SCHOOLS DESKTOP

Intranet/lwest/Centranet

- Firewall upgrade recently
- Knocked out the Intranet/lwest/Centranet
- Worked after 2.5 days but asked for username and password
- Ourcheshire\sca875xxxx or sch875xxxx
- Check URL, may be oracle/markview, this will be ibs.ourcheshire.cccusers.com

Centranet (Cheshire East Schools only)

- **New Centranet not available for school**
- **Need to use School Specific Content of the top right hand side**
- **If any sites missing let Service desk know and links can be added**
- **Looking at options for school**

Security

- **Security Presentation**

Egress

- Available from eCWIP/Chess
- If not purchased will change to limited author from September – can not send to free egress recipients
- Was missed off eCWIP for first week of buy back
- Will be sent an email over the summer with how many accounts the school have and have paid for
- Can also use Office 365 Encryption

Access Cheshire

- **Access Cheshire Partner**
- **Cost if no longer on Cheshire Managed Internet**
- **If on Cheshire Managed Internet this is available at no cost**
- **Schools will lose access if not paid**
- **Cost is £100 per account per year, school will have the licence removed if not paid**

SIMS UPDATES

SIMS .net Spring 2019 Release Warning



- **Another CTF issue warning published by Capita**
- **Problems when Pupils with the same name as other contacts are imported**
- **Patch being released by Friday 5th August**
- **Also incorporated into Summer release**
- **DO NOT export/import CTF's until patch or release has been run**

SIMS .net Summer 2019 Release



- **Release Dates**

- From Capita: ~~05/07/19~~ 12/07/19
- To Schools: ~~12/07/19~~ w/b 15/07/19
- Required for School Census Autumn 2019 (03/10/19)

- **Assessment Manager**

- Medical Conditions added to Marksheet Group Filter
- Full Name tag available in Individual Reports

SIMS .net Summer 2019 Release



- **Attendance/Lesson Monitor**
 - Full Name tag available in Letter Definition
 - Attendance Mark Date/Time Recorded report field
- **Cover**
 - Notes when defining a staff absence now shown in Absence panel of staff record

SIMS .net Summer 2019 Release



- **CTF**

- **Nationality, Country of Birth and Proficiency in English tags removed**
- **From 1st August 2019 CTF version 19.0 supported**
 - Export as v19.0
 - Import v18.0 and v19.0
 - Reminder – only if SIMS has been updated to Summer 2019

SIMS .net Summer 2019 Release



- **Exams Organiser**

- **Enhancements to the Entry Report**

- Entry Mode column added to show entry type
- Season drop-down list shows most recent at the top

- **Enhancements to Manage PI**

- Over 3 years GCSEs reformed to 9-1 grades from A*-G
- Most now reformed but small number still to be reformed
- Populate Grade Details from Similar QNs process now provided

SIMS .net Summer 2019 Release



- **Exams Organiser (continued)**

- **Enhancements to Edit PI Data**

- A number of columns renamed and added to accommodate DfE changes
- Areas affected:
 - Edit PI Panel
 - Performance Results Panel
 - Add Results Dialog, KS4 Equivalences and KS5 Equivalences
- See Release notes for full details

SIMS .net Summer 2019 Release



- **Exams Organiser (continued)**

- **Additional 9-1 Subjects for KS4 Discounting in Edit PI**

- Performance Tables no longer count legacy GCSE, International GCSE or L1/L2 Certs in these subjects
 - This includes early entries
- See Release Notes for full details

- **Updates to the Estimated Attainment 8 Table**

- Table updated to reflect changes to Key Stage 2 Fine Level for 2019

SIMS .net Summer 2019 Release



- **Exams Organiser (continued)**

- **Enhancements to the Subject/Grade Analysis Report**

- Now populates A*-C column when <All> Seasons selected with 9FC

- **New additions to KS4 Summary and Detailed reports:**

- Progress 8 Score (Adjusted)
 - Applies minimum progress score to students for negative scores
- Progress 8 Score (Unadjusted)
 - Comparison with Adjusted value

SIMS .net Summer 2019 Release



- **Exams Organiser (continued)**

- **Additions to 16-18 Summary report Additional Measures:**

- No of students achieved A*-C in GCSE Maths by end of KS4
- No of students who go on to achieve L3 Match qualification
- School level information

- **Additions to 16-18 Detailed report Additional Measures:**

- In Scope Level 3 Maths
- Level 3 Maths Achieved
- Pupil level information

SIMS .net Summer 2019 Release



- **Reporting**

- **Report Usage information in Run Report browser**

- Last Accessed – date and time
 - Times Accessed – count of times report is run

- **Changes to the Reporting Dictionary**

- Labels and field names changed to coincide with changes to areas elsewhere in SIMS

SIMS .net Summer 2019 Release



- **SIMS Core**

- **Gifted & Talented amended to More Able (& Talented)**
- **Exclusions changes**
 - Discipline Committee panel renamed to Governor Review
 - Appeal Details panel renamed to Independent Review Panel (IRP)
 - New Panel for Final Governor Review Outcome
 - New Exclusion Review Result lookup added for Outcome
 - See Release Notes for details

SIMS .net Summer 2019 Release



- **SIMS Core (cont)**

- **Student Enrolment Status Change warnings**

- On-Roll to Guest to retain their attendance marks, make them a leaver then re-admit as a guest.
- Guest to On-Roll advised to update registers as session attendance required back to admission date.

- **Student Address panel**

- New table added to show other people recorded at the same address
- New warning when modifying address that changes will affect all people at the same address

SIMS .net Summer 2019 Release



- **SIMS Core (cont)**

- **Service Children Concerns included in Person Data Output**
- **Last FSM column in Maintain Pupil Premium**
 - Indicates last census pupil was identified as eligible for FSM
- **Visual Impairment SEN Need Type changed to Vision Impairment**

School Census Autumn 2019 Return



- **Key Dates**

- **Census date 03/10/2019**
- **Attendance collected from 22/04/2019 to 31/07/2019**
- **Exclusions collected from 01/01/2019 to 31/08/2019**
- **FSM Eligibility collected from 17/05/2019 to 03/10/2019**
- **Learning Aims collected from 01/08/2018 to 03/10/2019**

School Census Autumn 2019 Return



- **Exclusions**

- For Autumn 2019 census only both Spring and Summer terms collected
- Lunchtime exclusions no longer collected

- **Post-16 Planned Hours**

- Planned Hours for previous year included
- Can make corrections for previous year and re-submit

School Census Autumn 2019 Return



- **Prior Attainment**

- **New exemption code “Functional skills level 2”**
 - Students with pass in En or Ma at FS L2 can be recorded as exempt
- **Highest grades for En and Ma for previous year included**
 - Can make corrections for previous year and re-submit

School Workforce Census 2019 Return



- **Key Dates**

- Census date 07/11/2019
- Absence collected from 01/09/2018 to 31/08/2019
- Continuous Contracts collected from 01/09/2018 to 07/11/2019

- **School Workforce Census Filenames**

- SWC removed from within filenames replaced by SWF
- All associated file types

School Workforce Census 2019 Return



● Changes to Staff SWR Posts

– New Codes

- APP – Apprentice Teacher – Contracted Teacher
- LNT – Leadership Non Teaching – Contracted Other Support Staff
- OSP – Other Support Staff – Contracted Other Support Staff

– Deactivated Codes (No longer available for use)

- SUP – Support Staff – Contracted Other Support Staff
 - Will still be collected and converted to OSP in the return

SIMS End Of Year Process Reminder



- **Academic Year Dates:**

- **Always start on 1st September, even if not in school**
- **Other term dates are when Teachers are in school**
- **Half Term holidays are when not in school (Mon-Fri)**
- **Teacher Training days should be within term time**
- **Only add Public Holidays not covered by other holidays**
- **May Day 2020 is now Friday 8th May for VE day**

SIMS TRAINING

SIMS Training

Is this you when asked to produce a report in Sims.....



If so, then don't **panic!!**
your ***Cheshire schools team*** is here to help...

Courses Offered (Admin)

Sims Office User
Sims Further Skills
Sims Reporting
Sims Attendance

End of Year
Census (3)

Office User (Onsite or Classroom)



Half day course. Teaching basics of all sections below.

- Contents:**
- Home page setup**
 - Pupil details**
 - Links menu**
 - Adding new pupils**
 - Re-admitting pupils**
 - Leavers**
 - CTF – In/Out**
 - General reports**
 - Staff**

Further Skills (Onsite or Classroom)



Half day course. More in-depth of all sections below.

- Contents:**
- Home Page setup.**
 - Create group specific homepage.**
 - User defined fields.**
 - User defined groups.**
 - Bulk updates.**
 - Pupil Teacher view.**
 - Reporting features.**

Standard Reporting (Onsite or Classroom)



Half day course. Training of all sections below.

- Contents:**
- Running Existing reports**
 - Modifying reports**
 - Creating new reports**
 - Student Lists**
 - Mail Merge (Labels)**

Reporting Further Skills (Onsite or Classroom)



Half day course. Training of all sections below.

Contents: **Using templates (School defined)**
Defining attendance Letters.
Sub reports (one-to-many relationship)
Rich text format (data collection, photos)
Housekeeping
Excel Analysis
Countif, Sumif, Conditional formatting, Pivot table

SimsAttendance (Onsite or Classroom)



Half day course. Training of all sections below.

Contents:

- Setup module**
- Edit marks**
- Weekly Pattern**
- Codes over date range**
- Letter definitions**
- School closures**
- Reports**

Courses / Consultancy

SMT - SENCO

- **Sims Analysis**
- **Sims SEN**
- **Sims Discover**
- **Sims Interventions**

Training Options

Classroom

West:

Civic Way - Ellesmere Port

Wyvern House - Winsford

East:

Municipal building – Macclesfield

Municipal building - Crewe

Cost - £90 (Half Day)/person

Training Options

On Site (Bespoke)

- **Options to train one or several users.**
- **Tailor training to schools requirements.**
- **Virtual Training Environment (VTE)**
- **Cost: £ 175 (Half Day, 2 persons)**

Training Options

Training videos

Short instruction videos.

Live Webinars

**Timely training on current topics.
(CTF Issues, EOY)**

SIMS HINTS AND TIPS

SIMS Hints and Tips

- **Pupil Teacher view adding more details**

- **Pupil Premium in Sims**

**AND IT'S GOODBYE FROM
HIM!**

**THANK YOU AND HAVE A
SAFE JOURNEY**