



ICT Services

Primary Schools Seminar Autumn 2019

Cheshire East Council

Agenda

- **Welcome and Introductions**
- **General Information**
- **Schools Desktop**
- **SIMS Updates**
- **SIMS Hints and Tips**
- **Quiz**
- **AOB**

GENERAL INFORMATION

Staff Changes

- **Tom Wellings – joined the Sims team fully but has previous experience in the Desktop team**
- **Steve Ayers has retired – enjoying time in his caravan**
- **James Bellis – about to have a baby**

Making a Difference

- **The team has been nominated for Team of the year**
- **Leeann has been nominated for manager of the year**
- **Matt Beard has been given an award for hard work and commitment in a monthly award**

E-Payments

- After upgrade lots of issues
- Most now have been fixed
- - Admin site:
<http://appeast.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

- **Egress has now been chased and purchased**
- **Access Cheshire has now been chased and purchased**
- **Accounts not purchased have now been disabled**

PCDuo/Teamviewer

- PCDuo will no longer be used from Feb 2020
- Use Teamviewer instead
- <https://get.teamviewer.com/ceremote> if teamviewer is not installed

B4B

- **Update on 30th October**
- **Company engaged called Ameo to assist in review**
- **Main focus on reviewing arrangements with delivery partner**
- **Further update before the end of the year**

Christmas Opening Hours

	Schools ICT Service Desk
Dec-19	
Monday 23 rd	8am to 5pm
Tuesday 24 th (Christmas Eve)	8am to 4pm
Wednesday 25 th (Christmas Day)	CLOSED
Thursday 26 th (Boxing Day)	CLOSED
Friday 27 th	Limited Support 8am to 5pm
Monday 30 th	Limited Support 8am to 5pm
Tuesday 31 st (New Year's Eve)	Limited Support 8am to 5pm
Wednesday 1 st (New Year's Day)	CLOSED
Thursday 2 nd	8am to 5pm
Friday 3 rd	8am to 5pm



Contacts

ICT Service Desk

0300 123 5121

Schoolsictservicesdesk@cheshireeast.gov.uk

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

SCHOOLS DESKTOP

Printing and Windows 10

- **Issue with windows 10 and PDFs**
- **Affects printers with a code**
- **Need to default PDFs to open with Adobe rather than Edge**
- **A fix can be put in but it doesn't always work with different versions of Adobe**
- **Find a PDF – right click- open with – choose Adobe and tick always open with**

Centranet

- **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**

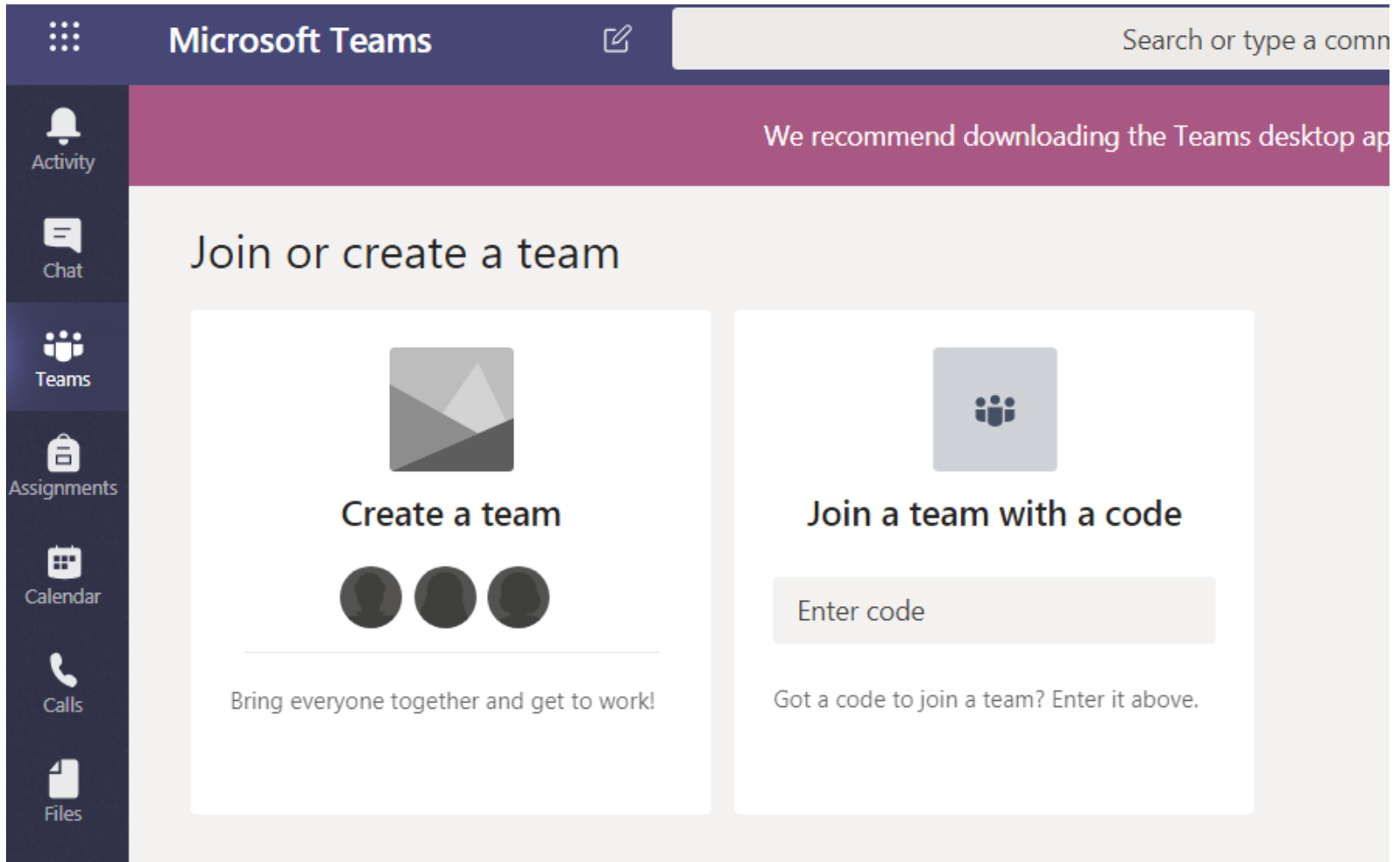
Windows 7/Server 2008

- **Windows 7 and Server 2008 out of support on 14 January 2020**
- **Need to upgrade to Windows 10/Server 2016**
- **Need a much higher spec of pc, may need to budget for new equipment**
- **Have been upgrading and testing on individual pcs. Can sometime upgrade to solid state drives**
- **Carried out surveys in supported schools and advised on ICT plans**

Office 365 Teams

- **Can use Teams in Office 365**
- **Similar to groups but have shared area for calendar, sharepoint, chat etc**
- **Schools team just starting to explore the system and advise their schools on best practice**

Office 365 Teams



Google Classroom / Chromebooks

- **Google classroom - can be used in classroom for lessons**
- **Management of devices/users etc**
- **Can use chromebooks which are cheaper than laptops/ipads**
- **Can use Neverware to reprovision old desktops/laptops**
- **Have a company that can give free training for admin management and use in classroom**

Google GSuite

- **Shared Drive – Shared spaces belong to the team rather than an individual**
- **If the individual leaves the shared drive and content remains**
- **Google takeout – If pupils have data then they can be exported to a standard google account so the pupil can take with them**

Managed Internet Update

- **Existing supplier contract expires at the start of 2021:**
 - Procurement is ongoing for a replacement supplier
 - Outcome will be known during December 2019
 - School engagement planned to January 2020 to communicate outcome and any new arrangements for 2020/21 academic year
- **The priority is ensuring continuity of service and best value for circa 200 Schools and Academies that are currently buying the Service**
- **It is anticipated that all schools will need to be migrated to the new service by September 2020**
- **New contract will offer significantly different services, in terms of both available technology and pricing**

Managed Internet Update

- **Potential suppliers are being asked to outline their capability to offer a fully managed service for schools: This could include an option for schools to contract directly with the new supplier**
- **We would encourage schools to evaluate the new supplier offer before looking at the wider market place to source their own internet service provider**
- **New Crown Commercial Services framework called Education Technology (RM6103) also provides a direct route to market for all education establishments, including schools and academies:
<https://www.crowncommercial.gov.uk/agreements/RM6103>**

SIMS UPDATES

SIMS .net Autumn 2019 Release



- **Latest Sims Upgrade release dates.**
 - **To Schools: 21/11/19 (after forums completed)**
 - **Gold/Silver: w/c 25/11/18**

SIMS .net Autumn 2018 Release



● Attendance

— Additional Attendance Setup Option.

- Include Middle Name - middle name is included in the Name column in Attendance/Lesson Monitor grids where pupil/student names are listed
- Active User Defined Fields - one option only can be selected from a list of all active pupil/student/applicant user defined fields. The selected option is then displayed as an identification column in Attendance/Lesson Monitor grids where pupil/student names are listed

SIMS .net Autumn 2018 Release

- **Additional Attendance Setup Options (cont).**
- The following new options are available when selecting the required defaults for pupil/student Display of Names:
 - Show Forename before Surname
 - Include Middle Name.
- The following new options are available when selecting the required defaults for Order of names in registration group list:
 - Order names by Preferred Surname
 - Order names by Legal Surname
 - Order names by Preferred Forename
 - Order names by Legal Forename

SIMS .net Autumn 2018 Release

● Core SIMS

- **Changes to Buttons and Icons on the SIMS Toolbar and in the Menu System**
 - Some of the icons on the main SIMS toolbar and in the menu system have been updated.
- **Enhancements to the Modify Pupil/Student Address Routine**
 - The Additional persons at this address table has been removed from the Addresses panel on the pupil/student record.
- **Enhancement to the Communication Log**
 - When viewing information in a pupil/student's communication log, a separate window is now displayed for each communication.

SIMS .net Autumn 2018 Release



- **Core SIMS**

- **Enhancement to the Staff Person Data Output Report**

- When the Person Data Output report is run for a member of staff, their SWR Post is now displayed in the Contract panel for each active contract.

SIMS .net Autumn 2018 Release



● Fixes

- This release includes fixes in the following areas:
 - Only contacts with parental responsibility are now displayed when generating pupil/student addressee salutations (Salutation/Addressee | Parental).
 - A pupil/student's attendance mode is now displayed correctly after saving and before class information is recorded.
 - The status of Check 96 in Database Diagnostics has reverted to the status it had prior to the upgrade to the SIMS 2019 Spring Release.
 - Users assigned to the Administration Assistant permission group can now view and modify a contact's Date of Birth.

SIMS .net Autumn 2018 Release



- **Fixes (Cont)**

- **CTF**

- Where only AM sessions or PM sessions are set for the academic year, column headings for all days of the school week are now displayed correctly (via Focus |Attendance | Display Marks).

SIMS .net Autumn 2019 Release



● Assessment

– Retention of the Show/Hide Options Selected in Programme of Study Tracking Entry

- Tracking Entry are now retained throughout your SIMS session and the next time you login to SIMS.

– Selecting an Outcome Type in the Formative Progress Report

- The Formative Progress report now enables you to select the analysis Outcome Type either as a Count or a Percentage of Students

SIMS .net Autumn 2019 Release



● **Assessment (Cont)**

– **Viewing Previous Years Attainment in Programme of Study Tracking Entry**

- It is now possible to display as additional columns in Programme of Study Tracking Entry
- a pupil/student's Previous Years Attainment for a subject by selecting the option from the Show/Hide drop-down menu. This option is available where the NC Year selected is Year 1 through to Year 6.

– **Consolidating Subject Results in the Summative Report Outputs**

- The Summative Attainment and Summative Progress reports now enable you to view the results for Reading, Writing and Maths as columns in a single report by selecting the Core Report check box in Selection Parameters. This function is available where the Year selected is Year 1 through to Year 6.

School Census Spring 2019 Return



● Key Dates

- **Census Date:** 16/01/2020
- **Attendance:** 01/09/2019 to 31/12/2019
- **Exclusions:** 01/09/2019 to 31/12/2019
- **FSM Eligibility:** 04/10/2019 to 16/01/2020

School Census Spring 2019 Return



● New Data Items

- The following data items are being collected for the first time:
 - Not applicable to Nursery schools
 - Permanent exclusion review date
 - Permanent exclusion review result
 - Permanent exclusion reinstatement date
 - Permanent exclusion review SEN expert.
 - Applicable to Primary and All-Through schools only
 - Teachers on planning and preparation time (PPA)
 - Reason for class size exception
 - Number of pupils to which the class size exception reason applies.

School Census Spring 2019 Return



● Planning, Preparation and Assessment Teachers

- The new PPA Teachers column in the Classes panel enables the recording of the number of teachers on planning, preparation and assessment time at the 'selected time' on census day. This information is required for infant class (Reception or Key Stage 1) only.
- Information regarding PPA teachers is also available in the Class report.

School Census Spring 2019 Return



● Class Size Exceptions

- The Classes panel now enables the recording of the reason(s) for exceptional class sizes.
- An indication as to the Number of classes with unexplained excess is displayed at the top of the panel.
- The new Class Size Exceptions button is activated only when an exceptional class size is highlighted. Clicking the Class Size Exceptions button displays the new Class Size Exceptions dialog, where the exception details can be recorded.
- Class size exceptions definition: the total number of children per teacher in a Reception or Key Stage 1 class must be less than 31.
 - Children = on-roll plus guest pupils
 - Teachers = teachers plus PPA teachers.

Information regarding class size exception reasons is also available in the Class report.

School Census Spring 2019 Return



- **Section 9. Classes**

“*Snapshot*” time taken to log activity.

Selected time to record this is based on:
Last digit of schools Establishment number

0, 1 or 5	= 1 hour / period before the end of morning school
2, 3 or 6	= 1 hour / period after the start of afternoon school
4,7,8 or 9	= 1 hour / period after the start of morning school

School Census Spring 2019 Return



● Changes to Detail Reports

- The Class report now displays the PPA Teachers and Class Size Exception Reasons columns. A key to class size exception reasons is also included in the report.
- The Exclusions report has been updated to include the Exclusion Reviews table, which provides final governor review outcome information about permanent and fixed exclusions.
- The Leavers Basic Details report now displays the new Report Criteria for exclusions and the report displays the applicable data.

School Census Spring 2019 Return



- **Create & Validate Routine**

- When creating and validating the return, a message is displayed if there are permanent exclusions during the collection period without a corresponding final governor review result.
- The message advises the user to check whether the permanent exclusions are ongoing and allows them to cancel or continue with the process.

SIMS HINTS AND TIPS

SIMS Hints and Tips

- **Mailing Point**

To identify the chosen pupil from each family who is considered to be the mailing point.

- **Mobility Report**

To show all pupils who started or left during academic Year

- **Manage Sims Users**

Set unique permission groups.

Sims User Access Log

SIMS ONLINE APPS – CAN THEY HELP YOU?

SIMS Online Apps – Can They Help You

- **Is your school aware of the SIMS Online Apps available and how they can help?**
 - **Teacher App**
 - **Parent App (full version)**
 - **Parent Lite App (free)**
 - **SIMS Activities (included in SIMS Parent (full))**

Can We help You ?

- **How can WE Help YOU Improve SIMS experience?**

AOB