



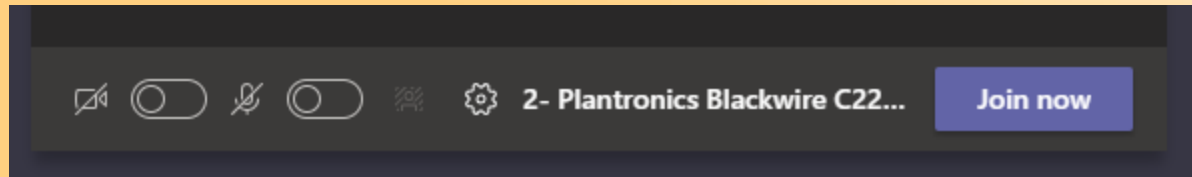
ICT Services

Primary Schools Seminar Autumn 2022

Cheshire East Council

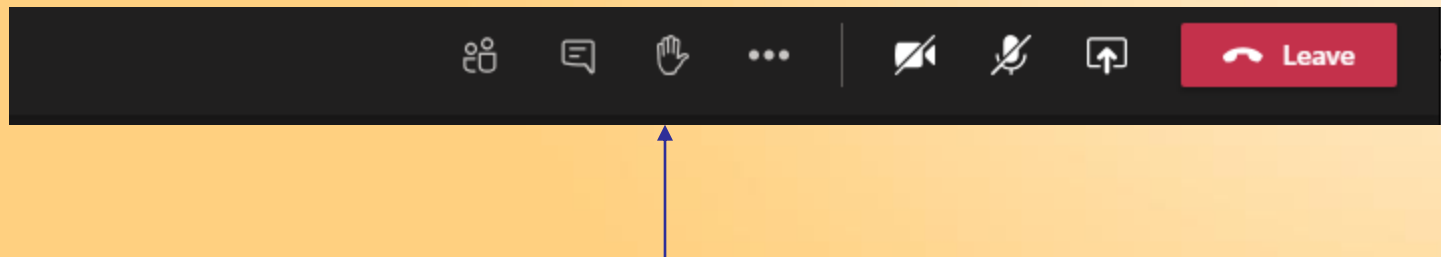
Forum Etiquette

Mute your mic
Turn off your camera



Forum Etiquette

Should you have a question or wish to comment, please raise your hand.



One of the team will interrupt the discussion and you will have a chance to speak. If you wish you may at that time put your camera on. Once finished please put yourself back on mute.

Agenda

- **Welcome and Introductions**
- **General Information**
- **Schools Desktop (Including Teams Hints and Tips)**
- **Orchestra Pilot (West Schools)**
- **Regular SIMS Faults and Queries**
- **SIMS Updates**
- **Website Revamp**
- **AOB**

GENERAL INFORMATION

Staff Updates

- **Tom is on secondment for 6 months**
- **Tracey Sutherland back covering Tom**
- **Barry working part time Wednesday to Friday**
- **Ben moved to Hosting Services**

Workshops

- **Bitesize workshops will continue to be run**
- **Great response to the Census, Reporting Workshops and End of Year.**
- **Other workshops to be run:**
 - Advanced Reporting
 - Basic Housekeeping
 - Assessment? Management team
- **What other workshop would you like?**

Training

- **Schedule starting in new year**
- **Workshops just a taster, courses more in-depth**
- **[Training courses on offer](#)**
- **[Sims training pathways](#)**
- **Can be carried out remotely or onsite**
- **Using your data or ours**
- **Book by emailing schools.training@cheshireeast.gov.uk**

Training

- **Spring 2023**

Course Title	Sector	Duration	Jan	Feb	Mar
School Census for Primary Schools	Pri	Half Day (am)	11		
School Census for Primary Schools	Pri	Half Day (pm)	11		
SIMS Attendance	Pri	Half Day			7
SIMS Interventions	Pri/Sec	Half Day		9	
SIMS Office User (New User)	Pri/Sec	Half Day (am)	24		
SIMS Standard Reporting	Pri/Sec	Full Day		8	
SIMS Options	Sec	Full Day	31		
SIMS Alternative Curriculum	Sec	Half Day (am)			9

SIMS Training Schedule - Cheshire Schools ICT Support

West Orchestra Pilot

- **Takes an extract of MIS data for Cheshire West**
- **Rolled out to 14 school at end of October, very successful**
- **Arbor just make a link from the software**
- **Sims – need software installed on server**
- **Will be rolled out from January**

West Orchestra Pilot

- **Technical Requirements**
 - Server 2012 R2, 2016 or 2022
 - .NET framework 4.8 must be installed
- **We can install this but ideally your ICT support company**
- **Will be monitoring if the extract fails and contact the school or 3rd party ICT.**
- **Already support this on the East**

Sims/ESS Contract East Schools

- **The way your school contracts to receive SIMS will be changing from 1 April 2023**
- **The Cheshire East Council (CEC) Annual Entitlement (AE) agreement with ESS expires on 31 March 2023. To continue to receive SIMS AE services after this date and access SIMS Next Gen features, all schools will need to enter into an AE agreement directly with ESS.**
- **This agreement will be for a three-year term and will be required to keep your SIMS and FMS software up to date and supported.**
- **The new AE agreement will include all the software and services that are currently contracted centrally by Cheshire East Council, plus the right to use all core SIMS Next Gen features released during the term of the agreement.**

Sims/ESS Contract East Schools

- The ESS contracting Gateway will provide you with a simple way to manage your SIMS and FMS AE subscription online.
- Through the Gateway you will be able to review your quotation, which will cover software updates and third line support from ESS, confirm your school details, including pupil numbers, and should you choose to do so, accept your new AE agreement.
- Schools will still need to buyback SIMS Office support on an annual basis from CEC ICT via the ChESS/SBSA portal – We will continue to be an accredited SSU.
- ESS have confirmed that the SMS / FMS AE quotation for 2023/24 will be the same as ESS charged CEC in 2022/23, save for an indexation increase. These prices will be confirmed once CEC has finalised the ‘facilitation agreement’ with ESS.
(Anticipated by the end of November)
- The facilitation agreement is an agreement between ESS and CEC, under which the Council terminates their existing SIMS licence agreement with ESS and agrees that a new licence agreement is put in place directly between ESS and the LA maintained schools covered by the Council’s terminated licence.
- You can learn more about SIMS Next Gen by visiting www.ess-sims.co.uk/nextgen.

Halo

- **Call logging system**
- **Can now open calls directly into the system using the link**
- **[Halo](#)**
- **Can no longer login to the system to see updates but can email back**
- **Template email sent out with link (wont work)**
- **Call the Service Desk 0300 123 5121 Option 1 for school**

Service desk Phone System

- **Call phone system through Teams**
- **Much more reliable**
- **Can bring others into the call**
- **Share knowledge**
- **Cant see call queue**

Unit 4

- **Unit 4 new number : 0300 123 8093**
- **Recruitment and Pay queries: 0300 123 7729**

CEC & CW&C councils, ANSA, Orbitas, Vivo, Winsford Town Council, Tatton Park Enterprises, Adjudicators
recruitmentandpay@ecwip.co.uk

CEC primary, secondary and special schools
TSCEastSchools@ecwip.co.uk

CW&C primary, secondary and special schools
TSCWestSchools@ecwip.co.uk

Academies
TSCAcademies@ecwip.co.uk

Absence Reversals
TSCabsenceteam@ecwip.co.uk

Pensions
tscpensions@ecwip.co.uk

Sourcing Team
sourcingteam@ecwip.co.uk

Stat Team
tscstatutoryteam@ecwip.co.uk

Christmas Cover

ICT Service Desk

Open WB 19th December

8am to 4pm Friday 23rd

Closed 28th to 30th December

Open WB 3rd January

Happy New Year!

Contact Information

ICT Service Desk

0300 123 5121, Option 1

Online Portal: [Halo](#)

Schoolsictservicesdesk@cheshireeast.gov.uk

www.cheshireschools.co.uk

SCHOOLS DESKTOP

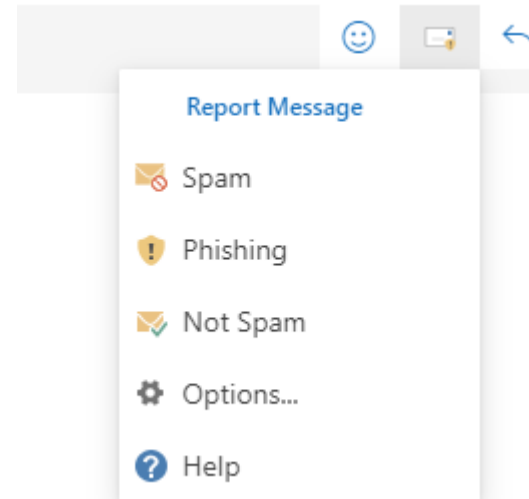
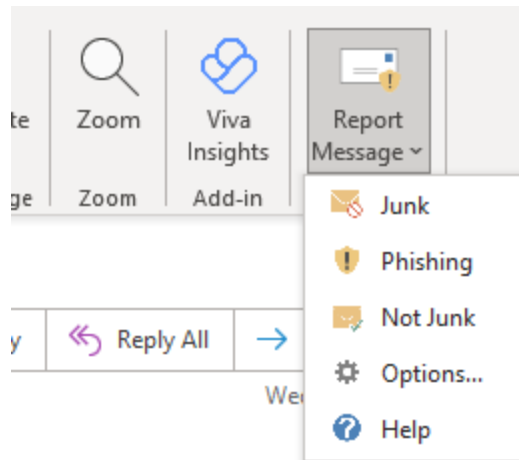
Phishing emails

2 Factor Authentication

- **Phishing emails look more genuine**
 - Egress
 - Invoices etc
- **If compromised**
 - Change passwords
 - Check for any rules
 - Turn on 2 factor for SLT accounts (ask your IT)
 - Once setup in outlook once shouldn't ask for the code again
- **[Protect yourself from phishing - Microsoft Support](#)**

Phishing emails

- **New feature in Outlook and Online**



- **Can report as Phishing or junk etc to Microsoft**
- **[Enable the Report Message or the Report Phishing add-ins - Office 365 | Microsoft Learn](#)**

O365 Backup

- **O365 is not backed up**
- **You can restore up to 30 days at present**
- **Barracuda offer a backup of all data for £20 per staff member per year**
- **Backs up all of O365 inc Emails, One drive, Teams, Sharepoint etc**
- **Barracuda can only backup O365**

O365/Google Backup

- **Depends how much data may be cheaper to backup with RBUSS**
- **12p per GB per Month**
- **If just backing up a few share eg Sharepoint, Google drive etc**

Google/Gtech training

- **Google Training Days**
- **6th December 3.30pm – Getting started with Chromebooks and Google Workspace for Education**
 - If you're new to Google Workspace for Education and Chromebooks this workshop is the perfect place to start.
 - A fun, hands-on, introduction to Google Workspace and Chromebooks, including Google Drive, Google Docs and Google Classroom.
- **13th December 3.30pm - Going further with Google**
 - With Google Classroom as our mission control we will review the staples of Google Workspace for getting organised and getting work done including Google Docs, Sheets and Slides.
 - We will also explore ways Workspace can improve engagement and assessment including Google Forms, MyMaps and Google Drawings.
 - Finally we will take a sneak peek Google's new upcoming premium feature introducing AI and adaptive learning into Google Classroom.

Google/Gtech training

- **Google Training Days**
- **Form to sign up for training**
- **Getting Started 6th December**
- <https://forms.gle/AdXeRUCkNpENcZ1z6>
-
- **Going further 13th December**
- <https://forms.gle/TC2NBB9aK2FH4XaAA>

Antivirus Renewal

- **Antivirus is due for renewal in September**
- **Budget for Approx £7 per device for 3 years**
- **Currently using ESET/Panda**
- **Testing other offerings too**

Office 365 – Teams New Features

- **Chat – Own Name so can send note/messages etc**

- **Speaker Coach**
 - Need to be in a meeting, 3 dots and Turn speaker coach on
 - Tells you how well you spoke and give pointers

- **Polls**
 - Within a meeting screen click plus the polls
 - New poll, multiple choice, ranking etc

- **Record a video in chat – being rolled out**
 - Just click in chat then on video icon and can sent that video to that person/group

Office 365 – office updates latest office

- **Can install office from M365**
- **Need to have the correct licence** - Microsoft 365 apps for faculty
- **From Home page – Install Office option**

Office 365 – Forms

- **Has anyone used them since last forum?**
- **Either go to Office.com then forms or forms.office.com**
- **Create New Form**
- **Choose a Theme**
- **Share**
 - **decide who you want to respond**
 - **Shorten the URL**
 - **Can get link, email it, embed in teams etc**

Regular SIMS Faults and Queries

Regular SIMS Faults and Queries

CTF's

Readmitting
Pupils

Retrieving
old results

Salutation
Addressee

Database
Diagnostics

Mailing point

Lookups

SIMS NEXT GEN

Sims Next Gen

- **Setting up Sims ID Administrator details.**

Providing teachers, staff and pupils with a single login to access multiple local and cloud based applications.

User permissions are managed centrally to ensure that your school's systems are secure, saving you valuable time and resource.

Sims Next Gen

Email



Preparing your school to be Next Gen ready
Confirm your school's contact details for SIMS ID authorisation

Dear colleague,

As you'll be aware, ESS has embarked on a **£40 million pound multi-year programme of innovation to revolutionise SIMS**. We call this programme **SIMS Next Gen**.

To **support your journey towards using SIMS Next Gen**, there are some pre-requisites that need to be in place. To ensure you receive the information required to prepare for SIMS Next Gen, **we need to confirm the details of the person responsible for technical administration at your school**.

[Confirm the technical administrator details for your school >](#)

Sims Next Gen

Take a closer look at SIMS Next Gen...

<https://www.ess-sims.co.uk/nextgenplan?cycle=464&phase=&area=&role=®ion=#results>

A breakdown of availability of Sims next gen modules

SIMS UPDATES

Sims .net Autumn 2022 Release

- **Latest Sims Upgrade release dates.**

- **To Schools: w/c 10/11/22**

- *Carried out by your IT***

- **Gold/Silver: w/c 14/11/22**

- *Carried out by SIMS Team***

Sims .net Autumn 2022 Release – What's New



Reporting

Additional fields have been provided:

- Young Carer:
- Young Carer Identified By. Alternative Provision Placement
- Companies House AP Postcode.
- School Time

When designing a [People or Agencies based report](#),

Additional Fields have been provided:

Personal Pronoun(s)

- He/She/They
- Him/Her/Them
- His/Her/Their
- His/Hers/Theirs
- Himself/Herself/Themselves

Sims .net Autumn 2022 Release – What's New



Personal Pronouns in SIMS

Tools | Setups | Pronoun Setup

Personal pronouns can be chosen by pupil/students, applicants, contacts, staff members and agents and applied to their SIMS record.

Personal pronouns are not collected in any statutory returns at present, there is no requirement to report this information to the DfE.

Admissions

Focus | Admission | Application

An additional check box for Pronouns: When this check box is selected, all personal pronouns included in external correspondence will be masked by asterisks

It is now possible to import version **18.0** or **19.0** ATF files.

Sims .net Autumn 2022 Release – What's New



Assessment

- **All Marksheets**

An additional check box for Pronouns has been provided to indicate whether a pupil/student's personal pronoun(s) should be included in marksheet outputs.

- **Assessment Individual Report**

It is now possible to insert a Personal Pronoun(s) tag into Assessment individual reports.

Sims .net Autumn 2022 Release – What's New



Attendance

- **Tools | Setups | Attendance Setup | Letter Definition Reports | Attendance | Letters**

When creating templates for Attendance letters, it is now possible to insert personal Pronoun(s) as an additional merge field.

Personal pronouns are drawn from the Basic Details panel in Student Details provided that the Pronouns: **Only Use if in School check box is selected**

Sims .net Autumn 2022 Release – What's New



SIMS Core

Additional Fields Provided for Child in Need

An additional section in the Welfare panel in Student Details.

Behaviour Management Detentions

A confirmation message is now displayed upon saving.

Student Teacher View

Chosen personal pronoun is displayed in bold text at the top of their Student Details page.

Pronoun Setup (Tools | Setups)

An additional button has been provided that enables you to add the saved pronouns to the SIMS Dictionary.

Sims .net Autumn 2022 Release – What’s New



Enhancements when Recording a Student as a Leaver

Routines | Pupil | Leavers

A warning message is now displayed when recording a leaver

“In this instance, some details including Panel 8 Ethnic/Cultural will become locked and non-editable”.

“Please ensure all data is recorded. Would you like to continue?”.

“If you click the Yes button, the pupil/student is recorded as a leaver and their record is no longer editable”.

Sims .net Autumn 2022 Release – What's New



ESS SIMS YouTube Channel

All the videos in this presentation can be found on the ESS Sims YouTube channel.

[ESS SIMS – YouTube](#)

On the site you can find information videos on updates, reports etc.

Spring 2023 Census

Key Dates

Spring Census Day - Thursday 19/01/2023

- Attendance 01/09/2022 to 31/12/2022
- Exclusions 18/04/2022 to 31/12/2022
- Alternative Provision Placements 06/10/2022 to 19/01/2023
- Funding and Monitoring 01/08/2022 to 19/01/2023
- Learner Support 01/08/2022 to 19/01/2023
- Free School Meal Eligibility 07/10/2022 to 19/01/2023.

Spring 2023 Census

Key Dates

Catholic Education Service (CES) 2023

Thursday 19 January 2023

Changes to the Census Return Screen (N/A to Nursery Schools)



New data items being collected in the Spring census:

Two new Alternative Provision items

Companies House Number & Alternative Provision Postcode.

** These items are included in the Alternative Provision detail census report*

School Time

School | School Details School Time is a new data item being collected in the Spring 2023 census. The collection is currently voluntary (*mandatory in Spring 2024*).

*The definition of **School Time** is the total compulsory time pupils spend in school, in a typical five-day week, i.e. from morning registration to the end of the school day (official home time).*

This includes breaks and lunchtime but not optional activities before or after school.

Changes to the Census Return Screen (N/A to Nursery Schools)



New data items being collected in the Spring census:

Young Carer

Young Carer indicator is a new data item collected in the Spring census. If a child is identified as a young carer, three options are available for selection:

- Not declared
- Identified by Parent or guardian
- Identified by School.

New Young Carer Identified added to the Census On Roll Basic Details detail report

Changes to the Census Return Screen (N/A to Nursery Schools)



Items [not](#) being collected in the Spring census:

Attendance Information - Manual Entry

The number of sessions that a pupil/student is unable to attend due to Coronavirus is no longer being collected.
Therefore, the total coronavirus sessions (T Corona Sessions) column has been removed from the Attendance panel used by schools that enter **attendance information manually**.

ESS SIMS Ideas Portal

Raise any new ideas or enhancements to the existing functionality you may have.

Take the opportunity to view, vote and promote ideas that you feel would make the most difference to your experience in SIMS.

URL to access ideas portal

https://customer.support-ess.com/csm?id=kb_article_view&sysparm_article=KB0043869

You must log in to the support portal to access the ideas portal.

ESS SIMS - Satisfaction Survey



The SIMS 7 Satisfaction Survey is your direct opportunity to feed back to the product team on your experiences and views of the software.

Its a short questionnaire that gives you the chance to detail your thoughts on the modules, rate the user experience and evaluate the latest additions.

You can access the satisfaction survey:

- in SIMS 7, via Tools | SIMS Satisfaction Survey.
- via <https://www.ess-sims.co.uk/user-survey>
- via the support portal (https://customer.supportess.com/csm?id=kb_article_view&sysparm_article=KB0049142).

You do not need to log in to the support portal to access the satisfaction survey.

SIMS Support - What is supported by SIMS



SIMS Software Support

System	Spring 2021	Summer 2021	Autumn 2021	Spring 2022	Summer 2022	Autumn 2022	Additional Notes
Server Operation System							
Windows Server 2008 SP2	■	■	■	■	■	■	Microsoft Service Pack Support End Date: 14/01/2020, ESS stopped support on the Summer 2020 release
Windows Server 2008 R2 SP1	■	■	■	■	■	■	
Windows Server 2012	■	■	■	■	■	■	Microsoft Extended Support End Date: 10/10/2023
Windows Server 2012 R2	■	■	■	■	■	■	ESS will only support Windows Server where the Desktop Experience (GUI) is installed. We do not support servers where only the Core installation has been carried out
Windows Server 2016	■	■	■	■	■	■	
Windows Server 2019	■	■	■	■	■	■	
SQL Server Details							
SQL Server 2012 (SP4-GDR) (KB4583465) - 11.0.7507.2	■	■	■	■	■	■	Microsoft Extended Support End Date: 12/07/2022
SQL Server 2014 (SP3-GDR) (KB4583463) - 12.0.6164.21	■	■	■	■	■	■	Microsoft Extended Support End Date: 09/07/2024
SQL Server 2016	■	■	■	■	■	■	Microsoft Service Pack Support End Date: 09/01/2018
SQL Server 2016 SP1	■	■	■	■	■	■	Microsoft Service Pack Support End Date: 09/07/2019
SQL Server 2016 (SP2-CU17) (KB5001092) - 13.0.5888.11	■	■	■	■	■	■	Microsoft Extended Support End Date: 14/07/2026
SQL Server 2017	■	■	■	■	■	■	
SQL Server 2019	■	■	■	■	■	■	Although available, our focus is to optimise SIMS queries to run in SQL 2016 natively
Workstation Operation System							
Windows 7 Pro (32 / 64 bit)	■	■	■	■	■	■	Microsoft Extended Support End Date: 14/01/2020, ESS stopped support on the Summer 2020 release
Windows 8.1 Pro (32 / 64 bit)	■	■	■	■	■	■	Microsoft Extended Support End Date: 14/01/2021
Windows 10 Pro (32 / 64 bit)	■	■	■	■	■	■	No published end dates from Microsoft
SOLUS3							
SOLUS 3.1241	■	■	■	■	■	■	
SOLUS 3.1250	■	■	■	■	■	■	The SIMS Summer 2021 release onwards will be deploy tested on 3.1250 and 3.1259
SOLUS 3.1259	■	■	■	■	■	■	
Microsoft Office							
Office 2010	■	■	■	■	■	■	ESS stopped support on the Summer 2020 release
Office 2013 SP1	■	■	■	■	■	■	
Office 2016	■	■	■	■	■	■	
Office 2019	■	■	■	■	■	■	Testing on Office 2019 has been completed.

Website Revamp

Website Revamp

New website as of 01/09/2022 with new segments!

- **Latest posts**
- **Meet the team**
- **Contact Page**
- **SIMS Workshops Links**
- **SIMS Training Schedule**

➤ **[Cheshire Schools ICT Support - Providing IT Support to Schools and Academies Across Cheshire](#)**

Contact Information

ICT Service Desk

0300 123 5121, Option 1

Online Portal: [Halo](#)

Schoolsictservicesdesk@cheshireeast.gov.uk

www.cheshireschools.co.uk

AOB