## **ICT Services**

### **Cheshire East Council ICT Shared Service**

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### Primary Schools Seminar Spring 2024





### Agenda



- Welcome and Introductions
- General Information
- Schools Desktop Hints and Tips
- SIMS Updates
- SIMS Next Gen Demo
- Barry's what's left of his bits
- AOB



## **General Information**





### 2024/25 Buyback



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- CEC ICT SS will continue to provide a range of **Schools ICT Support** for the duration of the 2024/25 school year.
- Existing services can be renewed through the eCWIP annual buyback arrangements.
- The cost of individual services is currently still being finalised as part of the ongoing financial review.
- Final details on pricing and availability of individual services will be confirmed in due course.

### One Stop Shop for ICT Support



Our support packages cover a broad range of areas including:

- Support and maintenance of the Desktop environment for School Management and Curriculum purposes
- Delivery and support of SIMS Management Information System by a fully accredited ESS SIMS Support Unit

- Server installation and configuration service
- Provision of training e.g. SIMS, MS Office 365 etc.
- Regular forums to cover best practice and feedback issues to support staff
- Strategic and technical advice



### Service Offerings & Support Packages



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- School Office Support covers ICT systems used for school management, including an accredited SIMS Support Unit:
  - Secondary & Primary
  - Three levels of support (Bronze, Silver, Gold)
- **Primary Classroom Service** provides onsite support for technologies used in delivering the curriculum:
  - Support from 1 day per week to ½ day per month
  - Includes devices & peripherals, servers, tablets and software support
  - Forums and workshops included
- Value Add Services include Training, Remote Backup (RBUSS), and Secure Mail (Egress)

### SIMS Support



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- Recent changes to the contracting model for SIMS requires all schools to contract directly with the supplier ESS from April 2023
- The Schools ICT Support team are an ESS accredited SIMS Support Unit (SSU) for both Councils and will continue to offer support via the annual buy-back
- This includes supporting the transition of schools to using the SIMS Next Generation (SNG) product

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• ESS will need all on-premise SIMS customers to install and enable the software components required to use SNG as part of the Spring 2024 release

## School ICT Support Team



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- Team of 18 experienced ICT staff with over 350 years combined experience
- Dedicated Service Desk support from 8am until 5pm Monday to Friday
- One Stop Shop, same people on phone as visit schools
- Dedicated technician assigned to each school; also have cover for absences
- Friendly, approachable, and well-liked staff become part of the school family

- Hands on service don't leave you with just notes we will remote in to help
- Standard Setup in school so can easily be covered by the whole team
- Remote access to all school server and PCs if required

## Staff Updates



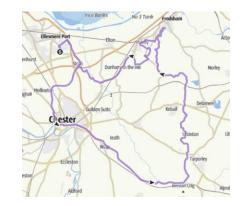
- The lovely Barry turned 70!! So did Pete (secretly last Nov)
- Dean is finally going to get married (next year)
- Lauren visiting schools
- Jodie and her dog Megan came 5th in the Obedience in Crufts
- Chris Ward has retired
- Matt did another crazy 50 mile run (up to his knees in mud!)



## Staff Updates















## **Orchestra Project**

- West all completed and installed
- East all upgraded to Orchestra
- Few still with issues
- Thank you for your patience





## **Cheshire East EPayments**



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- Schools were using the OracleVPN solution via Access Cheshire
- Now been decommissioned and turned off 04/03/2024
- New external address: <u>https://schoolsepayments.cheshireeast.gov.uk/Cec.SchoolsEPayments.Intranet/</u>
- Email was sent from julie.griffin@cheshireeast.gov.uk on 05/03/24 to East Schools with instructions

- Also available on website: <u>Epayments Cheshire Schools ICT Support</u>
- Any issues, please log a call with the helpdesk

Unit 4



- Now using Single Sign in using personal email addresses
- All setup with MFA
- Rollout went very smoothly
- Doesn't timeout as often
- IP whitelisting now turned off can access Unit 4 from anywhere
- If have new phone need to contact ourselves to remove the MFA



## **Schools Desktop**





## **Phishing Scams**



- Just a reminder to be vigilant
- Lots coming through with invoices
- Do not click the attachments
- If you do:
  - reset password straight away
  - Check for any rules online in outlook
- Phishing: Spot and report scam emails, texts, websites and... NCSC.GOV.UK



## Photocopier replacement



- Please try and arrange when your ICT is onsite
- Different configs/drivers
- Easier to setup scanning while both engineers are there



## **Filtering Monitoring**



- School Broadband setup for all school supported by ourselves
- Can get daily of instant reports
- Will only give IP address of iPads
- Recommend static IP for iPads and list of pupil that use them

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• Will have access to portal



## Meraki MDM



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- Used to managed iPads
- Was free to 100 licences (if setup before a certain date)
- From Feb no longer free for new iPads
- Charge for any new ones bought however you will to pay for all licences
- E.g. if had 30 and buy one more will need to pay for 31 licences
- Everything lese still works (at the moment)
- Cost approx. £4 to £5 per device per year depending where purchased from

## Broadband



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- Most schools signed up for 3 year deals with broadband
- They are due for renewal in Sept
- Need to start looking at cost now
- Get 3 quotes make sure filtering/firewall all included
- Ask you IT to look for you
- Some lower speed connections cost have increased

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• Suppliers offering Full Fibre





- Schools use the BT lines for Alarm system
- Phasing out analogue lines
- Costs have increased
- Need to contact your alarm company
- Can upgrade box so it is connected to the network instead

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• Approx £250 (don't quote me!)

## **SIMS Updates**





## Sims .net Spring 2024 Release



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#### Latest Sims Spring Upgrade

- Latest Sims Spring 7.216 upgrade release made available 08/03/2024
- Email will be sent out from <u>schoolsictservicedesk@cheshireeast.gov.uk</u> with instructions

- Gold/Silver schools To be actioned by SIMS team w/c 18/03/24
- Bronze schools To be actioned by your IT

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#### SIMS Assessment: Adding a Middle Name tag into Individual Reports

Focus, Assessment, Individual Report

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SIMS Assessment: Adding a Middle Name tag into Individual Reports

Focus, Assessment, Individual Report .

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#### SIMS Assessment: Adding a Middle Name tag into Individual Reports

• Focus, Assessment, Individual Report



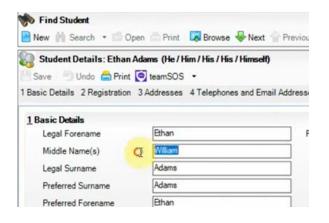
Green Abbey School

Headmaster: Mr A Blacker

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Science	7	7	
Spanish	5	5	
Geography	7	5	
Physical Education	6	8	



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#### SIMS Assessment: Publishing Individual Reports to Linked Documents in PDF format

Focus, Assessment, Individual Report

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#### SIMS Assessment: Publishing Individual Reports to Linked Documents in PDF format

Focus, Assessment, Individual Report

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#### SIMS Assessment: Publishing Individual Reports to Linked Documents in PDF format

Focus, Assessment, Individual Report

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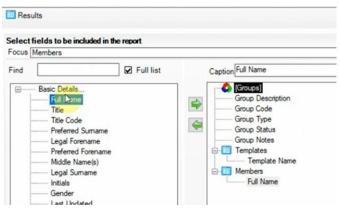


#### SIMS Reporting: Reporting on Custom Permission Groups in Design Reports

- Focus, System Manager, Manage Groups
- Reports, Design a Report

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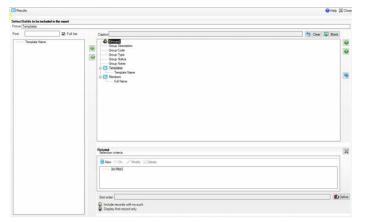




SIMS Reporting: Reporting on Custom Permission Groups in Design Reports

- Focus, System Manager, Manage Groups
- Reports, Design a Report

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Restricted Class Teacher	CustClass	Custom	Active		School Administrator	Mrs A Abell
Restricted Class Teacher	CustClass	Custom	Active		Class Teacher	Mrs A Abell
Restricted Class Teacher	CustClass	Custom	Active		System Manager	Mrs A Abell
Restricted Class Teacher	CustClass	Custom	Active		School Administrator	S Admin
Restricted Class Teacher	CustClass	Custom	Active		Class Teacher	S Admin
Restricted Class Teacher	CustClass	Custom	Active		System Manager	S Admin
Restricted Class Teacher	CustClass	Custom	Active		School Administrator	Mrs S Andrews
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Old Admin Assistant	OldAdmin	Custom	Inactive		Administration Assistant			
Restricted Class Teacher	CustClass	Custom	Active		School Administrator	Mr A Blacker		
Restricted Class Teacher	CustClass	Custom	Active		School Administrator	Mr M Konchalski		
Restricted Class Teacher	CustClass	Custom	Active		School Administrator	Miss J Edwards		
Restricted Class Teacher	CustClass	Custom	Active		School Administrator	Mr M Lubbock		





SIMS School Report: The new SEN Status and Needs Summary in the school report.

Reports, School Report

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		Year 7		Year 8		Year 9		Year 10		Year 11		Year 12		Year 13		All Years	
Current Pupils																	
Free School Meals		11.76%	20	18.45%	31	9.32%	15	15.82%	25	19.38%	31	19.49%	23	12.12%	12	15.18%	157
English as Additional Language		18.24%	31	21.43%	36	18.63%	30	14.56%	23	23.13%	37	4.24%	5	12.12%	12	16.83%	174
Pupil Premium		11.76%	20	18.45%	31	9.32%	15	16.46%	26	20.63%	33	19.49%	23	12.12%	12	15.47%	160
Medical Condition		5.29%	9	1.19%	2	6.83%	11	12.03%	19	6.88%	11	1.69%	2	3.03%	3	5.51%	57
Service Children				0.60%	1					1.25%	2					0.29%	3
In Care				0.60%	1	0.62%	1	1.27%	2	1.25%	2			1.01%	1	0.68%	7
Traveller												0.85%	1	1.01%	1	0.19%	2
More Able														1.01%	1	0.10%	1
SEN Status	23	6.47%	11	1.19%	2	8.07%	13	8.86%	14	6.88%	11	9.32%	11	14.14%	14	7.35%	76
SEN Needs		5.88%	10	1.19%	2	8.07%	13	8.86%	14	5.63%	9	9.32%	11	14,14%	14	7.06%	73



SIMS School Report: The new SEN Status and Needs Summary in the school report.

Reports, School Report

	Year 7		Year 8		Year 9		Year 10		Year 11		Year 12		Year 13		All Years	
Current Pupils															13	
E - Education, Health and Care Plan	1,18%	2			1.86%	3	1.90%	3	1.25%	2			2.02%	2	1.16%	12
Male	0.59%	1			0.62%	1	1.90%	3	0.63%	1			2.02%	2	0.77%	8
Female	0.59%	1			1.24%	2			0.63%	1					0.39%	4
K - SEN Support	5.29%	9	1,19%	2	6.21%	10	6.96%	11	5.63%	9	9.32%	11	12.12%	12	6.19%	64
Male	3.53%	6	1.19%	2	3.73%	6	3.80%	6	3.13%	5	5.08%	6	8.08%	8	3.77%	39
Female	1.76%	3			2.48%	4	3.16%	5	2.50%	4	4.24%	5	4.04%	4	2.42%	25
M - Monitor Language Skills									0.63%	1					0.10%	1
Female									0.63%	1					0.10%	1
N - No Special Educational Need			1.19%	2											0.19%	2
Male			0.60%	1											0.10%	1
Female			0.60%	1											0.10%	1

	Year 7		Year 8	Year 9	Year 10		Year 11		Year 12		Year 13	All Years	
Current Pupils											1		
Autistic Spectrum Disorder	0.59%	1		0.62% 1	0.63%	1					1.01% 1	0.39%	- 3
Male					0.63%	1					1.01% 1	0.19%	- 3
Female	0.59%	1		0.62% 1								0.19%	1
Hearing Impairment	0.59%	1		1.24% 2	0.63%	1	0.63%	1	0.85%	1	1.01% 1	0.68%	- 8
Male				0.62% 1			0.63%	1	0.85%	1		0.29%	- 8
Female	0.59%	1		0.62% 1	0.63%	1					1.01% 1	0.39%	
Moderate Learning Difficulty					0.63%	1	0.63%	1			1.01% 1	0.29%	3
Male					0.63%	1						0.10%	

#### SEN Needs Summary (01 Sep 2023 - 05 Mar 2024) (continued)

Female	Year 7		Year 8	Year 9	Year 10	Year 11	Year 12		Year 13		All Years		
						0.63% 1			1.01%	1	0.19%	2	
Multi-Sensory Impairment									1.01%	1	0.10%	1	
Male									1.01%	1	0.10%	1	
No Specialist Assessment	1.18%	2							1.01%	1	0.29%	3	
Male	0.59%	1							1.01%	1	0.19%	2	
Female	0.59%	1									0.10%	1	
Other Difficulty/Disability	0.59%	1					0.85%	1	2.02%	2	0.39%	4	
Male	0.59%	1					1		2.02%	2	0.29%	3	





SIMS Housekeeping: Maintaining Bulk Documents with the new 'Group Type' filter.

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• Tools, Housekeeping, Document Management Server, Maintain Bulk Documents

Maintain Bull	Cocuments			
Folder Locati	on for Downloaded Documents	2 Select Documents		
1 Folder Loc	ation for Downloaded Docume	nts		
Location	C:\Users\TomJones\OneDriv	ve - Education Software Solutions Ltd\Documents	Browse Q	
2 Select Doc				
Basic Deta				
Surname	smith	Forename	Document Type	×
Sex		✓ Date of Birth		
Group Typ	e Selection			
		Group	Effective Date	
Group Type				
	e of Documents			

D . D . T		
Basic Detail	5	
Surname	%	
Sex		~
Group Type	Selection	
Group Type		~
Date Range Start Date	Year Group Registration Group House	
Start Date	House School Tier User Defined Group	-

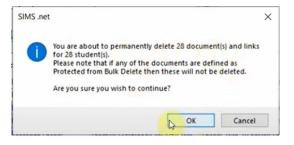


SIMS Housekeeping: Maintaining Bulk Documents with the new 'Group Type' filter.

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Dani	c Detail													
		•												
Suma	eme	%	3	Forenam	•			Document	Type AM Individual Report	~				
Sex			~	Date of B	irth [			<b>S</b>						
Grou	ар Туре	Selection												
Group	р Туре	Year Group	~	Group	Y	ear 8		Carlo Effective	Date 06/03/2024					
Date	Range	of Documents												
Start	Date			End Date	· [			Search	69					
			100000		- L-									
		Name	Year Group		Sex	Date of Birth	Protect from Bulk Delete	Document Type	File Name	Summary	Status	Last Modified Date		Source with the second
1	Q	Abbot, Benjamin	Year 8		Male	12/07/2011		AM Individual Report	Abbot-Benjamin-005844-Lower S	Report Lower Sch Full RepTemp.	Public	29/02/2024	-	💥 Delete
•		Abbot, Benjamin	Year 8		Male	12/07/2011	No	AM Individual Report	Abbot-Benjamin-005844-Demo T	Report "Demo Template for Abb.	Public	04/03/2024		
•	M													
•		Abbot, Benjamin	Year 8		Male	12/07/2011	No	AM Individual Report	Abbot-Benjamin-005844-Year 10	Report Year 10 Interim Report S.		05/03/2024		
•					Male Female	12/07/2011 21/03/2011		AM Individual Report AM Individual Report	Abbot-Benjamin-005844-Year 10	Report Year 10 Interim Report S. Report Year 10 Interim Report S.	Public			
•		Abbot, Benjamin	Year 8				No		Abbot-Benjamin-005844-Year 10 Adam-Briony-005845-Year 10 Int		Public Public	05/03/2024		



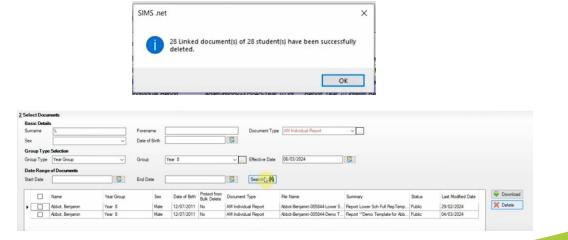




SIMS Housekeeping: Maintaining Bulk Documents with the new 'Group Type' filter.

• Tools, Housekeeping, Document Management Server, Maintain Bulk Documents

Data Deletion Agreement ?	×
As the Data Controller, it is the responsibility of the School to demonstrate compliance with the current Data Protection Legislation description of 'Lawful Basis for Processing'	^
This routine will permanently delete all selected documents and links. Note: any documents that are ticked on the Student record as Protect from Bulk Data Deletion will not be deleted.	
ESS cannot be responsible for the documents you choose to delete.	
You are advised to take a backup of your SIMS database and DMS prior to performing deletion of documents.	
If you have any questions regarding your responsibilities in relation to the General Data Protection Regulations (GDPR) then you are best advised to review the information on the ICO website:	
https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/lawful- basis-for-processing	
Both parties will act in accordance to the terms of the GDPR Data Protection Act 2018.	~
	_
Please read the above statement fully and tick to confirm you agree in order to continue.	





## Sims .net Spring 2024 Release



#### ESS SIMS YouTube Channel

• All the information provided for SIMS Updates can be found on the ESS Sims YouTube channel.

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ESS SIMS – YouTube

**Next Gen Updates** 

SIMS - SIMS Next Gen Release Notes (All Schools) (support-ess.com)



## School Summer Census 2024



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Open

Key Dates

#### Summer Census Day - Thursday 16/05/2024

- Attendance
- Exclusions
- Alternative Provision Placements
- Funding and Monitoring
- Learner Support
- Free School Meal Eligibility

01/01/2024 to 31/03/2024 01/08/2023 to 31/03/2024 18/01/2024 to 16/05/2024 01/08/2023 to 16/05/2024 01/08/2023 to 16/05/2024 19/01/2024 to 16/05/2024

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• Baseline Fileset ID required is <u>2700</u> (Not yet available to schools)

## SIMS End of Year 2023/2024



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Gold Support, Silver Support & Ad-hoc Purchases

- Forms will be sent out towards the end of May
- Save form on S:/ and email <u>schools.training@cheshireeast.gov.uk</u> to advise where, by June 30<sup>th</sup>

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Bronze Support

- Can buy through eCWIP/ChESS
- 2e. SIMS End of Year 2023/2024

## SIMS End of Year 2023/2024



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- School Terms and Holidays (If not known, provide basic details and it can be amended later)
- Class structure Class Name/Teacher/NC Year (Assigning staff members can be done later if not known)

- Promotions (Which class they're going into in the next Academic Year)
- Admissions (Where the ATF is saved on S:/ If used)
- Year 6 Leavers Information

## SIMS Pupil Premium



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 DfE have provided the 2024/25 Pupil Premium file and is available to download from Get Information About Pupils (GIAP)

#### "The File does not have required columns"

 According to ESS: "This is due to how the provider has exported the file. You will need to contact them and obtain a new file that should be correct, so that it can be imported into SIMS."

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• Contact Colin Shephard/John Whitfield if any issues

## **SIMS Next Gen**





## Barry's Top Tips





## Sims Tips





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#### Sims Housekeeping

#### Egress SIMS MIS Classroom Support Ritering Rbuss School Office Software

## Tips to ease that workload...



"If stress burned calories, I'd be a supermodel."

Be patient. Better days are coming—Saturday and Sunday.

Windows

Word



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## AOB?





### Contacts



### **ICT Service Desk**

### 0300 123 5121 <u>Online Portal</u>

Schoolsictservicedesk@cheshireeast.gov.uk

