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| **School Name** | **School Address:**  **School Contact Number:**  **School Email Address:** |
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| **Governance** |
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| **Phase** |
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| **School Contact** |  |
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| **Contract Length** |  |
|  | One Year/Three Years |
| **DFE Number** |  |
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| **Pupil’s on Roll** |  |
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| **Sims Information** |  |
| Do you have SIMS in the Classroom?  Do Teachers take the Attendance Registers? |  |
| **Do you use SIMS Assessment Manager to record your Pupil Assessments?**   * If No, what software package do you use for recording pupil Assessment data |  |
| **Do you use any of the following SIMS additional cost modules?**   * Sims Agora * In Touch * Dinner Money * SIMS Teacher App * Sims Activities * FRS * Sims Emerge |  |
| **Do you use an online payment system to take payments from parents?** |  |
| **Do you use a system to text \ email parents e.g. ParentMail, Teachers 2 Parents, SchoolComms?**   * If yes, what system do you use? |  |
| **Do you use any of the following SIMS Modules**   * SIMS Exams * NOVA T6 (Timetable software) * Profiles * Options * Lesson Monitor |  |
| **Please list here any employee from the school who may log helpdesk queries** | |
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