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**SIMS 2009 June Main
Release**

SIMS 7.120

Updated Handbooks Available with this Release 26

Please read this release note carefully before installing or upgrading your software. Do not attempt any installation or upgrade without first making a fully restorable, verified backup of your SIMS system.

Revision History

Version	Change Description	Date
1.0	Initial Release	29/06/2009

Introduction

The SIMS 2009 June Main Release (7.120) incorporates new functionality including the base release of Dinner Money 7 (for licensed schools). Enhancements have also been made to Examinations Organiser, Fees Billing, Lesson Monitor, Admissions and STAR.

FMS now includes electronic BACS remittance.

This release also contains the DENI return, the Post-16 Wales Autumn Return, the School Census Autumn Return and the School Workforce Census Autumn Return.



IMPORTANT NOTE: It is recommended that the SIMS 2009 June Main Release is applied to existing installations by running SOLUS on the SIMS SQL Server.



IMPORTANT NOTE: The SIMS 2009 June Main Release includes an amendment to the upgrade tools to resolve an issue that some customers have been reporting when applying patches to SIMS. If you carry out any of the SQL upgrade steps individually (e.g. on a hosted environment), you should ensure that the version of DBUpgrade used is the one included in the SIMS 2009 June Main Release (version 2.21.5), otherwise you may still experience issues with database locking.

Generic Reporting

The content of the report output generated by clicking the **Print** button on any browser or detail page in SIMS has been amended to display only the information that is visible on-screen.

For example, from the **Detention Details** page (**Focus | Behaviour Management | Maintain Detentions**), clicking the **Print** button now produces a report containing only the information displayed on this screen.

Where to Find More Information

Release notes for previous releases can be obtained by clicking the appropriate menu link on the Home page of our SOLUS website (<http://www.capitaes.co.uk/solus>).

All handbooks referred to throughout this release note can be obtained from any of the following locations:

- The **Documentation** button on the **Home Page** in SIMS. Once open, click the **Handbooks** button, select the required category, then click the required handbook from the **Handbooks** page.
- SupportNet – copies of all handbooks are posted to SupportNet (<http://support.capitaes.co.uk>) and can be obtained by clicking the **Documentation** button on the Home page, then selecting **SIMS Handbooks** from the **Category** drop-down list and clicking the **Search** button.
- Copies of handbooks are now installed on the Central SIMS File server as PDFs and can be found in the S:\SIMS\Documentation folder (where S: indicates the location of your SIMS File server). Double-click the required PDF name to open the handbook.

If you are unable to obtain the required handbook using any of these methods, please email publications@capita.co.uk and we will be pleased to email a copy to you.



IMPORTANT NOTE: *Capita Children's Services has made this release note available in both Microsoft® Word (available from SupportNet) and PDF format to enable Local Authorities to edit the information supplied herein. Capita Children's Services cannot be held responsible for any changes, errors or omissions resulting from the subsequent editing of this supplied document.*

Editing School Numbers

It is no longer possible to edit the Local Authority Code, Establishment number or the DENI number (in the case of Northern Ireland) of the school, once it has been entered. This is in response to the problems created when new schools, commonly academies, are created from old ones. In the rare cases where the number of a school is genuinely changed or a mistake has been made, please contact the Service Desk for a resolution.

Schools in Bedfordshire and Cheshire can apply Patch ID **13094**, which converts their Local Authority Code, Establishment number or DENI number to the correct new value.

Upgrading Using SOLUS

The SIMS Online Update Service (SOLUS) enables you to download and run SIMS releases and patches via the Internet. This is achieved using the SOLUS 2 Wizard.

For instructions on carrying out an upgrade, please refer to the *SIMS SOLUS Wizard 2 User Guide*, which is available from the SOLUS website (<http://www.capitaes.co.uk/solus>).

Backing up SIMS and FMS

Where SIMS Personnel is used to generate Salary Projections in FMS, SIMS and FMS backups should be carried out at the same time. If one of the databases needs to be restored, the other database must be restored to the same point, i.e. if you restore the SIMS database, you must restore the FMS database to the same point and vice versa.

Permissions

A permissions spreadsheet listing all permissions relating to SIMS 7.120 can be accessed from our SupportNet website (<http://support.capitaes.co.uk>). Enter **PERMLIST** in the **Site Search** field then click the **Go** button.



IMPORTANT NOTE: From the SIMS 2009 June Main Release, permissions for the School Administrator user group has reduced access to staff data. Only the **Basic Details** and **Personal Information** panels are now displayed on the **Staff Details** page for users with these permissions.

SLG Compatibility

SLG2 is guaranteed to support the previous two main releases of SIMS, inclusive of any main release it is shipped with (and any update releases in between).

Supported SIMS Versions with SLG2 June Main Release

The SIMS Learning Gateway 2 June Main Release can be used alongside the following versions of SIMS:

- **SIMS 2009 June Main Release (SIMS 7.120)**
- SIMS 2009 March Update Release (SIMS 7.118) – for Partnership Xchange customers only.
- **SIMS 2009 March Main Release (SIMS 7.116)**

If you install the SIMS 2009 June Main Release (SIMS 7.120) and continue to run an older release of SLG2, this is not guaranteed to work and is therefore not supported.

Accessing Other SIMS Applications

The method of accessing other applications within SIMS has now changed. Previously, the **SIMS Shortcuts** bar on the left-hand panel of SIMS was used to access applications such as System Manager, Schoolcomms and Nova T-6. These applications are now accessed from the **Focus** menu, e.g. **Focus | System**. The **SIMS Shortcuts** bar has now been removed.

Included in this Release

This release includes fixes and enhancements in the following areas:

- Academic Management
- Admissions 7
- AMPARK 7
- Analysis 7
- Attendance 7
- B2B: Personnel
- Course Manager 7
- Cover 7
- DENI Return 2009
- Dinner Money 7
- Examinations Organiser 6.72
- Fees Billing 7
- FMS 6.116
- Lesson Monitor 7
- Post-16 Wales Autumn Return 2009
- Profiles 7
- Reporting 7
- School Census Autumn Return 2009
- School Workforce Census Autumn Return 2009
- SIMS Learning Gateway 2
- STAR 7

Admissions 7

This release includes the following:

- The ability to import an ADT file version 2009/2010.
- The ability to export an ASL file version 2009/2010.

AMPARK 7

New Features

This release includes the following new features:

- **English KS4 Progression Lines**

Progression Lines have been added to the Autumn Package 2008 Key Stage 4 Progression Lines (KS2-KS4).xml file and the Autumn Package 2008 Key Stage 4 Progression Lines (KS3-KS4).xml file for this release.

Specifically, individual reports containing national comparative data for KS2 and KS3 have been updated because there has been a late release of this data.



NOTE: For more information on this new feature, please refer to the Assessment Manager and Performance Analysis Resource Kit (AMPARK) 7.120 Release Note, which can be accessed from the AMPARK website (<http://www.capitaes.co.uk/ampark>).

Enhancements

This release includes enhancements in the following areas:

- **Tracking Progress Resources**

The following templates have been updated to take into account the changes to aspects and gradesets for the Key Stage templates.

- Tracking Templates Year 6 England Specific
- Tracking Templates All Years England
- Tracking Templates Year 1

- **Changes to the Naming Convention for the Mathematical Development Area of Learning for Early Years Foundation Stage Profile (EYFSP) 2009**

There has been a late change to the DCSF's specification for the EYFSP Collection 2009.

Previous specification stated that the 'Mathematical Development' area of learning had been renamed to 'Problem Solving, Reasoning and Numeracy'. However, because this is not in line with the CTF files that schools will be using at the time of the return, this naming convention has reverted to

'Mathematical Development'. Due to the fact that this change was made after the release of the SIMS 2009 March Main Release, templates will still hold the name 'Problem Solving, Reasoning and Numeracy' for this area. This will not affect the CTF import because it is only a change to the displayed name.

Analysis 7

Fixes

This release includes fixes in the following areas:

- When double-clicking a cell in a Group Analysis, all pupil/students are now displayed correctly in the **Result Details** dialog (via **Focus | Assessment | Group Analysis**).
- It is now possible to create a Result Set Analysis (via **Focus | Assessment | Result Set Analysis**).
- You can now delete previously imported Tracking Grid templates using System Utilities (via **Tools | Performance | Analysis | System Utilities | Tracking Grid Templates**).

Assessment 7

Fixes

This release includes fixes in the following areas:

- It is now possible to preview a pupil/student's Individual Report (via **Focus | Assessment | Individual Report**).
- The correct teacher name now displays on the **Marksheet Entry** page (via **Focus | Assessment | Marksheet Entry**).
- You can now import assessment data (via **Routines | Data In | Assessment | Import**).
- The **View Invalid Result** dialog now closes correctly (via **Focus | Assessment | Marksheet Entry**).
- The Help now displays correctly (via **Focus | Assessment | Marksheet Entry**).
- It is now possible to apply both **Course** and **SEN Status** filters to a marksheet (via **Focus | Assessment | Marksheet Entry**).
- Results data now updates correctly when imported via OMR (via **Focus | Assessment | OMR Template**).
- CTFs from Early Years Foundation Stage Profiles now import Assessment data correctly (via **Routines | Data In | CTF | Import CTF**).

- You can now import a spreadsheet correctly (via **Routines | Data In | Assessment | Import from Spreadsheet**).
- When importing a teacher assessment grade, the grade set history now works correctly (via **Routines | Data In | Assessment | Import**).
- Pre-admission pupil/student addresses are now populated correctly in an Individual Report (via **Focus | Assessment | Individual Report**).
- It is now possible to populate a tracking grid (via **Focus | Assessment | Tracking Grids**).
- A single initial for a teacher is now displayed on an Individual Report, e.g. Mrs **A** Abell (via **Focus | Assessment | Individual Report**).

Attendance 7

New Features

This release includes the following new features:

- **Linking to Other Areas of SIMS**

Focus | Attendance | Take Register

Several links in the form of tabs, provide quick access from the **Take Register** page to other areas in SIMS. These include:

- **Lesson Plan** for users who have a Curriculum and Lesson Planner licence applied. This displays the next lesson plan within the sequence created for the study topic.
- Up to five marksheets can be selected for the current registration group/class.
- **My List Entry** enabling comments to be added for the selected pupil/student.
- **Dinner Register** and **Attendance** for users who have a Dinner Money 7 licence applied. This enables you to toggle between the session/lesson register and the dinner register.

For more information, please refer to the *Taking the Register* chapter in the *Attendance in SIMS* handbook.

- **Date of Birth Restriction in the Group Weekly Analysis Report**

Schools can optionally restrict the **Group Weekly Analysis** report to include only the number and/or percentage of attendances, authorised absences and unauthorised absences for pupil/students of a certain age. The default date of birth range, which is editable, is set to include children of statutory school age only. This report replaces the FOVUS report.

- **Printing OMR Sheets for Saturday and/or Sunday Sessions**

Routines | Attendance | OMR Entry | Print OMR Registration Sheet Weekend Sessions

The **Print OMR Registration Sheet Weekend Sessions** routine enables schools using an OMR and weekend sessions to pre-print OMR Registration Sheets using a Pupil Registration Form 2. The weekend sessions are printed separately from the Monday to Friday sessions, with 10 weekend sessions being printed per sheet.

For more information, please refer to the *Recording Attendance Using an OMR* chapter in the *Attendance in SIMS* handbook.

Fixes

This release includes fixes in the following areas:

- A Legal Forename now displays on the OMR Registration Sheet if no Preferred Forename has been entered (via **Routines | Attendance | OMR Entry | Print OMR Registration Sheet**).
- Attendance letters are now produced only for pupil/students who are on-roll (via **Tools | Setups | Attendance Setup | Letter Definition**).

B2B:Personnel

A number of important changes have been made in both SIMS and One for B2B: Personnel. The resolution to the issue of duplicate GUIDs has resulted in the following changes to B2B:Personnel.

Versioning of B2B:Personnel between One and SIMS

The June releases of both SIMS and One introduce versioning recognition within B2B:Personnel to ensure compatibility between both systems. The introduction of versioning means that, once upgraded, it will be possible to transfer data between SIMS and One only if both systems are on the June release.

If just one of the systems is upgraded to the June release, data will not transfer between the two systems until the other is also upgraded.

This change is necessary to ensure that all the appropriate background changes are transferred to the other system, when the other system will recognise the changes.

Another benefit of this change is that it enables any future upgrades to control whether prior releases of the software can send and receive data without any problems occurring. A further benefit is that any updates for subsequent issues with the module can be identified or eliminated quickly as a result of comparing the school's and Local Authority's software versions.

The decision to introduce versioning now is as a direct result of the need to correct the issue with duplicate GUIDs. The data correction and subsequent transfer of corrected GUIDs will need to be done on parallel versions of SIMS and One, and versioning enables this to be controlled.

When there is a mismatch of versions between SIMS and One, the data will remain ready for export until the systems are aligned. Once the systems are aligned, all data will be transferred when the next scheduled task is activated.

Fixes

This release includes fixes in the following areas:

- GUIDS (Globally Unique Identifiers) are no longer duplicated when creating a new Allowance record for a person with an existing Allowance or when cloning contracts in SIMS Personnel 7.



NOTE: One version 3.36 or later must be installed in order for this fix to work correctly.

Removal of Duplicate GUIDs

- **Stage 1 - SIMS Data Fix**

The first stage is to correct the duplicate GUIDs in SIMS. Where the EMS_ID or SIMS_ID has been duplicated, the duplicate ID will be set to null and the ID will be regenerated to produce a new ID, which will need to be re-mapped in the One system.

- **Stage 2 – Transferring corrected GUIDs**

The data corrected in Stage 1 needs to be transferred from SIMS to One to allow the regenerated IDs to be matched correctly. The GUID data is transferred in the same way that the data is transferred normally (via an XML message). This process is run in the background, so no user involvement is necessary.

The process of transferring the GUIDs to correct the current defect is a one-off exercise, although the functionality will remain in place so that it can be used again in the future, if required.

- The correct Name and Address History details that are received after an **All Employee Import/Export** was performed from SIMS to ONE, are now cleared correctly.
- After an All Employee Export is run from SIMS to One, telephone details only appear if changes have been made.
- When a school applies an annual increment via **Tools | Staff | Annual Increment**, the increment is now sent via B2B:Personnel.
- SIMS absences that were deleted in P7 or Cover now clear correctly from the **Review Changes** page.



NOTES: No data is transferred via B2B:Personnel until both SIMS and One are upgrade to the SIMS June 2009 Main Release.

The changes described in this section have no impact on B2B:Student and the B2B:Student module.

Course Manager

Readmitted Students

If a student is made a leaver and is then re-admitted, the **Student Courses** page displays the following message:

`This student is a leaver. If no courses are displayed please select another search option`

This message can be ignored.

Cover 7

New Features

This release includes the following new features:

- **Improvements to the Cover Diary**

Focus | School | Arrange Cover

Improvements have been made to the Cover Diary, which include the option to display all absent staff regardless of their teaching commitment.

For more information, please refer to the *Understanding the Cover Diary* chapter in the *Cover 7 in SIMS* handbook.

■ Report Outputs

Several of the report outputs have been enhanced and the option to enter a plain text noticeboard comment has been included in the **Print Options** panel of the **Print Cover Arrangements** dialog.

Cover slips now use less paper due to an improved compact format, and there is the option to print each slip on a separate page.

When containing many columns, the **Cover** and **Absence Grid Noticeboard Summary** reports now 'tile' correctly. The format of the **Full Noticeboard Summary** has been improved, with the option to hide empty columns.

Page break errors in the Cover printed outputs can now be solved by printing via Internet Explorer 8.

For more information, please refer to the *Creating Outputs and Reports* chapter in the *Cover 7 in SIMS* handbook.

Fixes

This release includes fixes in the following areas:

- When **Exclude Supply** is selected from the **Staff Filter** drop-down list, the results are now displayed correctly on the **Classroom Staff Absence** report (via **Tools | Cover | Statistics | Absence**).
- Rooms that are scheduled for activity no longer appear on the **Available Rooms** list (via **Focus | School | Arrange Cover**).
- Selecting **Thursday** on the Cover Diary now works correctly (via **Focus | School | Arrange Cover**).
- Working Patterns can now be edited (via **Tools | Cover | Organisations and Bookings | Manage Bookings**).
- It is now possible to assign a member of staff to cover for two classes where the room is changed after the first class (via **Focus | School | Arrange Cover**).
- When browsing a Cover Diary by week date, only the selected date range is displayed (via **Focus | School | Arrange Cover**).
- A change of room on the Cover Diary (via **Focus | School | Arrange Cover**) now appears on the teacher's timeline on the **Home Page**.
- Cover arrangements required in the Cover Diary are now indicated by ??? (via **Focus | School | Arrange Cover**).
- Searching within the same academic year now works correctly (via **Tools | Cover | Statistics**).
- If training is removed from a member of staff's record in Personnel 7, the absence is now removed correctly in Cover 7 (via **Focus | School | Arrange Cover**).

- A booking can now be deleted correctly (via **Tools | Cover | Organisations and Bookings | Manage Bookings**).
- You can now change No Cover Required (**ncr!**) to Cover Required for Non-Class Codes (via **Focus | School | Arrange Cover**).
- Non-Class Codes no longer display as No Cover Required (**ncr!**) on the **Staff Absence** report (via **Tools | Cover | Statistics | Absence**).
- It is now possible to add a new booking correctly (via **Tools | Cover | Organisations and Bookings | Manage Bookings**).
- Rooms that have been removed from cover assignments are now displayed in the **Available Rooms** list (via **Focus | School | Arrange Cover**).
- You can now correctly print a **Notice Board Summary** and a **Cover Slip** (via **Focus | School | Arrange Cover**).

DENI Return 2009

The DENI Return 2009 incorporates the Department of Education Northern Ireland (DENI) requirements for the **Census Return 2009** and **Leavers Return 2009**.

There are two separate returns:

- **Census Return** (incorporating data for School Performance)

This year's Census Return date is Friday 9 October 2009.

- **Leavers Return**

This year's Leavers Return date is Friday 20 November 2009. The Leavers Return menu is made available only after the export of the Census Return to the Education and Library Board (ELB) or DENI. It is produced approximately six weeks after the Census Return.

Dinner Money 7

The SIMS 2009 June Main Release includes the base release of Dinner Money 7, which is available once the licence is installed. Dinner Money is an integrated part of the SIMS suite and facilitates the effective management of school meals and meal payments.

- All pupil and staff information is derived from the core SIMS database.
- Attendance data is extracted directly from Attendance 7, removing task duplication and saving school administration time.
- Customised statements, letters and reports can be produced quickly and easily.
- An audit trail of all financial transactions is maintained.

Examinations Organiser 6.72

New Features

This release includes the following new features:

- **Access to User Defined Groups**

All user defined groups in SIMS are now available when producing the following reports:

- Statement of Entry (via **Reports | Entries | Statement of Entries**).
- Candidate Fees Payable (via **Reports | Entries | Candidate Fees Payable**).
- Individual Candidate Timetables (Default) (via **Reports | Entries | Candidate Timetables – Default**).
- Individual Candidate Timetables (via **Reports | Seating Organiser | Individual Candidate Timetables**).
- Candidate Labels (via **Reports | Labels | Candidates**).
- Candidate Statement of Results (via **Reports | Results | Candidate Statement of Results**).
- Performance Tables (via **Reports | Results | Performance Tables**).
- Export Results (via **Reports | Results | Export Results**).

- **Implement DENI PI Summary Export**

Reports | Results | Performance Tables

When producing the Performance Tables report (where **DENI** is the report, **Format** and **Summary** is the **Report Type**), an XML file is produced when you elect to **Export** the report. Any other combination of report **Format** and **Report Type** continues to provide the original options of .TXT and .CSV formats.

For more information, please refer to the *Producing Reports* chapter in the *SIMS Examinations Organiser* handbook.

Fixes

This release includes fixes in the following areas:

- It is now possible to select multiple groups and an effective date when producing the Candidate Report (via **Reports | Candidate Report**). The ULN is now displayed on the report output.
- Duplicate candidates are no longer displayed on the **Element/Component Results** report (via **Reports | Results | Element/Component Results**).
- It is now possible to select a result line in order to view or edit the details (via **Tools | External Results | Manual Entry**).

- It is now possible to create a submissions file correctly (via **Focus | Submissions**).
- When viewing a marksheet via **Focus | Marksheet – Data Entry**, the correct elements are now displayed in the marksheet columns, previously defined through **Focus | Marksheet Setup – Award**.
- The **Candidate Award Claim Validation** report now runs correctly (via **Reports | Checks | Candidate Award Claim Validation**).
- The **Performance Tables** report now prints correctly (via **Reports | Results | Performance Tables**).
- The submission report created when clicking the **Print** button now displays correctly (via **Focus | Submissions**).
- You can now export exam results correctly (via **Reports | Results | Export Results**).

Fees Billing 7

New Features

This release includes the following new features:

- **Change to the Reporting Menu Route**
 - The menu route to access Fees Billing custom reports has been changed from **Reports | Custom Reports | Fees Billing** to **Reports | Fees Billing** in line with similar reports for other areas of SIMS.
- The option to include zero value charges has been added to the report criteria for the **Bill Audit** and **Charges Audit** reports.

For more information, please refer to the *Producing Pre-Defined Reports* chapter in the *Fees Billing in SIMS* handbook.

- **Adding Charges to the Charge Batch Entry**

Focus | Fees Billing | Charging | Apply Charges

Functionality has been added so that charges can be entered directly into the **Charge Batch Entry** panel.

For more information, please refer to the *Applying a Chargeable Item to a Bill* chapter in the *Fees Billing in SIMS* handbook.

- **Fees Billing Communications**

Focus | Pupil | Pupil Details and **Focus | Person | Bill Payer**

A **Communication** panel has been added to the **Fee Details** and **Bill Payer Details** pages to enable the recording of communication regarding fees.

For more information, please refer to the *Managing Fees Bill Payers* chapter in the *Fees Billing in SIMS* handbook.

- **Bill and Statement Templates**

Reports | Fees Billing | Design Templates

Bill and statement templates can now be produced in PDF format. This offers greater flexibility than the existing Word templates.

For more information, please refer to the *Additional Fees Functionality* chapter in the *Fees Billing in SIMS* handbook.

FMS 6.120

New Features

This release includes the following new features:

- **BACS Remittance Advice**

Tools | Establishment Details – Tab 5: BACS eAdvices

BACS users have the option to email a BACS Remittance advice as a PDF file to individual suppliers included in the BACS run.

- **Single Printer Job for Cheque Runs**

Focus | Accounts Payable | Cheque Processing

A cheque run is now provided as a single job to the printer rather than a separate file for each cheque. This reduces the possibility of a run being disrupted when printing to pre printed stationery.

- **VAT Report Summary Options**

Reports | General Ledger | VAT Reports

Users now have the option to select a summary report with **VAT Input** and **VAT Output** columns only, or the same report with additional **NET Input** and **NET Output** columns.

Fixes

This release includes fixes in the following areas:

- The order of the payees in the **Cheque Run** report is now the same as the allocated cheque numbers.
- FMS now remembers the next free cheque number correctly.
- When a budget allocation is set to more than 999999999, this is saved and then reviewed in Chart of Accounts Review correctly.
- Duplicate lines are no longer created for ledger codes **LS, AO, CP, PY** in the transaction report.
- Zero cheques calculated from a single credit note and multiple invoices can now be created successfully.
- Central Invoices that have been modified and submitted for Auto Reconciliation can now be viewed or processed.
- When **Extra Copies** is defined (via the **Order Header** tab of **Accounts Payable Parameters**) as one or greater, and the **First XML copy** check box is also selected, the correct number of purchase orders are now printed.
- The lock that was applied to the XML Export of the CFR preliminary and final reports if FMS was not at the correct version, has now been removed.

For information on the issues that have been resolved in this release, please refer to the FMS 6.120 release note, accessible from our SOLUS website (<http://www.capitaes.co.uk/solus>) or by clicking **SIMS Releases** on the SupportNet website (<http://support.capitaes.co.uk>).

Lesson Monitor 7

New Features

This release includes the following new features:

- **Linking to Other Areas of SIMS**

Focus | Lesson Monitor | Take Register

Several links in the form of tabs, provide quick access from the **Take Register** page to other areas in SIMS. These include:

- **Lesson Plan** for users who have a Curriculum and Lesson Planner licence applied. This displays the next lesson plan within the sequence created for the study topic.
- Up to five marksheets can be selected for the current registration group/class.
- **My List Entry** enabling comments to be added for the selected student.
- **Dinner Register** and **Attendance** for users who have a Dinner Money 7 licence applied. This enables you to toggle between the session/lesson register and the dinner register.

For more information, please refer to the *Taking the Register* chapter in the *Lesson Monitor in SIMS* handbook.

- **Printing OMR Sheets for Saturday and/or Sunday Sessions**

Routines | Lesson Monitor | OMR Entry | Print OMR Registration Sheet Weekend Sessions

The **Print OMR Registration Sheet Weekend Sessions** routine enables schools using an OMR and weekend sessions to pre-print OMR Registration Sheets using a Pupil Registration Form 2. The weekend sessions are printed separately to the Monday to Friday sessions, with 10 weekend sessions being printed per sheet.

For more information, please refer to the *Recording Attendance Using an OMR* chapter in the *Lesson Monitor in SIMS* handbook.

Fixes

This release includes a fix in the following area:

- Letters are now produced only for students who are on-roll (via **Reports | Lesson Monitor | Letters | Print Letters**).

Post-16 Wales Autumn Return 2009

The dates for the Post-16 Wales Autumn Return 2009 are:

- **Census Day** – 29/09/2009
- **Age at Date** – 31/08/2009

Profiles 7

Fixes

This release includes fixes in the following areas:

- When pupil/student profiles are generated (via **Focus | Profiles | Student Profiles**), the **Achievement Points** tag displays correctly.
- The **Missing Entries** report now displays only the pupil/students linked to the selected reporting session (via **Reports | Profiles | Missing Entries Report**).
- You can now preview the **Missing Entries** report (via **Reports | Profiles | Missing Entries Report**).
- It is now possible to delete a comment bank (via **Focus | Profiles | Comments Bank**).
- Results collected for the pastoral overview course now trigger the correct comment selections (via **Focus | Profiles | Comments Bank**).
- Where an area is linked to an academic course and the pastoral overview, the registration tutor's name now displays only when they have entered comments (via **Focus | Profiles | Data Entry | List Entry** or **Grid Entry**).

Reporting

Fixes

This release includes fixes in the following areas:

- A **Contact** focused report that contains an address block now displays correctly in Excel (via **Reports | Run Report**).
- When running a report, all user defined groups can now be selected (via **Reports | Run Report**).
- Courses for Student reports now display correctly (via **Reports | Run Report**).
- Enquiry Addresses now display correctly (via **Reports | Design Report** and **Reports | Run Report**).

School Census Autumn Return 2009

The dates for the School Census Autumn Return 2009 are:

- **Census Day** – 01/10/2009
- **Age at Date** – 31/08/2009.

Details are included in the Census return for:

- Attendance collected from 13/04/2009 to 22/05/2009
- Exclusions collected from 01/01/2009 to 12/04/2009
- Learning Aims collected from 22/05/2008 to 01/10/2009.

School Workforce Census Autumn Return 2009

The dates for the School Workforce Census Autumn Return 2009 are:

- **Census Day** – 01/10/2009
- **Continuous Contracts** – 01/05/2009 – 31/08/2009.

Details are included in the Census return for staff in regular service for:

- Contract/Service Agreements which start or end in the previous term.
- Curriculum for teaching staff timetabled in the cycle in which the census takes place.
- Curriculum for teaching assistants timetabled for Maths and Science subjects only.
- Qualifications for current teaching staff on the census day.

New Features

This release includes the following new feature:

- **Teaching Assistants Panel**

A new panel for teaching assistants with a timetable for Maths and Science is now available.



IMPORTANT NOTE: *Once you have recorded a member of staff as a teacher or teaching assistant, you must restart SIMS in order to view their name in the **Staff Name** column. This enables their details to be added to the **Curriculum for teachers** and **Curriculum for teaching assistants** panels.*

SIMS Learning Gateway 2

For information on the new version of SIMS Learning Gateway 2, please refer to the release notes that will be made available from our SOLUS website (<http://www.capitaes.co.uk/solus>) on product release.



IMPORTANT NOTE: Support for SIMS Learning Gateway 1 expired on 31 March 2009.

STAR 7

New Features

This release includes the following new features:

- **toggling Quick Access to the Pupil/Student Teacher View or Pupil/Student Details Page**

The **Pupil** (or **Student**) **Details** or **Pupil** (or **Student**) **Teacher View** button on the **Home Page** quick launch toolbar has two possible functions; it can be used to access the page, or the **Pupil** (or **Student**) **Teacher View** page. It is now possible to toggle the default screen that is accessed when this icon is clicked.



NOTE: The **Pupil/Student Teacher View** page now includes a **Print** button.

For more information, please refer to the *General SIMS Setups* chapter in the *Setting Up and Administering SIMS* handbook.

- **Changing the Order of Behaviour/Achievement Type Lists**

Tools | Setups | Behaviour Type or Achievement Type

It is now possible to change the order in which behaviour and achievement types are displayed in all drop-down lists in SIMS. By default, these lists are now arranged in alphabetical order, with any user defined types added to the bottom of the list.

For more information, please refer to the *Setting up Behaviour Management* chapter in the *Setting Up and Administering SIMS* handbook.

- **Setting Up Recurring Detentions**

Tools | Setups | Detention Types

It is now possible to set up recurring detentions and to specify the frequency and the total number of sessions for a given detention type. It is also possible to specify the time period of a particular detention type, e.g. 40 minutes.

For more information, please refer to the *Setting up Behaviour Management* chapter in the *Setting Up and Administering SIMS* handbook.

- **Generating a Report Card when Adding a Behaviour Incident**

It is now possible to generate a report card from within a pupil/student's behaviour record and from a behaviour incident, where multiple pupil/students have been added.

For more information, please refer to the *Recording Behaviour Incidents* chapter in the *Maintaining Pupil/Students in SIMS* handbook.

- **Sending a Message when Adding a Behaviour Incident**

It is now possible to send a message to the required members of staff from a pupil/student's behaviour/achievement record and from a behaviour incident/achievement, where multiple pupil/students have been added.

For more information, please refer to the *Recording Behaviour Incidents* chapter in the *Maintaining Pupil/Students in SIMS* handbook.

- **Adding/Editing Detentions**

Focus | Behaviour Management | Maintain Detentions

When recording detentions, the following new functionality is included:

- When a pupil/student is recorded as not having attended a detention, another detention session can be selected from the **Detention Details** page.
- Behaviour incidents can now be added through the detention record.

For more information, please refer to the *Recording Detentions* chapter in the *Maintaining Pupil/Students in SIMS* handbook.

Behaviour Management

Various areas in behaviour management have been redesigned to enable the efficient and accurate recording of behaviour and achievement information and quicker access to report cards, detentions, messaging and exclusions.

- **Adding/Editing Behaviour Incidents or Achievements**

When recording behaviour incidents/achievements, the following new functionality is now included:

- When recording a behaviour incident, it is now possible to differentiate between the victims and the perpetrators involved in the incident. For example, in a bullying incident you can now specify the aggressor and the target separately.
- It is now possible to add additional behaviour incidents/achievements to a behaviour incident/achievement record. For example, a fight may have caused a second incident, such as damage to property, which can also be added to a record. Alternatively, a pupil/student may have displayed excellent effort in their greeting of other pupil/students when on a school visit and a school visit achievement can be set up, with a second achievement of excellent effort added to the record.

- Pupil/students added to a behaviour incident record can be individually assigned an action taken and a date of action. Likewise, pupil/students added to an achievement record can be individually assigned awards and award dates.
- It is now possible to assign separate points to each pupil/student recorded in a behaviour incident/achievement where multiple pupil/students have been added to the incident.
- A net points total is now displayed on each pupil/student's **Behaviour Management** page, which is a result of subtracting behaviour points from achievement points, providing a useful overview of a pupil/student's conduct in your school.
- **Adding an Exclusion from the Behaviour Incident Page**

A member of the Senior Leadership Team can set up an exclusion for a pupil/student involved in an incident by clicking the **Exclusion** button on the **Behaviour Incident** page.

For more information, please refer to the *Recording Behaviour Incidents* and *Recording Achievements* chapters in the *Maintaining Pupil/Students in SIMS* handbook.

Enhancements

Homepage

Several panels on the **Home Page** have been redesigned to provide a more accurate display of information.

- **Behaviour Incident and Achievement Panels**

The pie charts on the **Behaviour Incident Summary** and **Achievement Summary** panels have been redesigned to display bar charts. This provides a more accurate representation of the selected data.

- **Missing Register Notification Panel**

The **Missing Register Notification** panel now contains check boxes adjacent to each staff member's name, enabling the Attendance Manager to select the members of staff they wish to receive messages informing them that the register has not yet been taken. An option is provided to select all recipients. Missing register messages are now sent with high priority, displaying a pop-up notification on the recipient's screen, regardless of the page they are currently viewing in SIMS.

- **Teacher View Quick Access for Class Teachers**

When clicking the **Pupil** (or **Student**) **Teacher View** button from the **Home Page**, class teachers can now access the **Pupil** (or **Student**) **Teacher View** page.

- **Viewing My Favourite Reports**

The **My Favourite Reports** panel displays any reports that you have saved to the **Favourites** folder in the reporting area of SIMS. You are able to preview or run reports from here by clicking the report hyperlink.

- **Viewing Received Missing Register Messages**

Missing register messages are now displayed in the **My Messages** panel on the **Home Page**.

For more information, please refer to the *Using the Home Page* chapter in the *Maintaining Pupil/Students in SIMS* handbook.

Fixes

This release includes fixes in the following areas:

- The message displayed when attempting to delete a room (via **Focus | School | Rooms**) has been corrected.
- Medical notes now display correctly in the **Medical** panel (via **Focus | Pupil** (or **Student**) | **Pupil** (or **Student**) **Details**).
- The **Timetable** option (for middle-deemed primary schools) in the **Links** panel now displays correctly.
- On the **Home Page**, the School Bulletin no longer displays documents that have previously been deleted.

Updated Handbooks Available with this Release

The following handbooks have been updated for this release. Please refer to the *What's New in This Release* section in each handbook for details of the specific changes.

- Active Directory Provisioning 2 for System Administrators
- Academic Management in SIMS
- Assessment in SIMS
- Attendance in SIMS
- B2B: Personnel in SIMS
- Cover 7 in SIMS
- Dinner Money in SIMS
- End of Key Stage Data Processing in SIMS (England)
- End of Key Stage Data Processing in SIMS (Wales)
- Fees Billing in SIMS
- Lesson Monitor in SIMS
- Maintaining Pupil/Students in SIMS
- Managing Courses in SIMS
- Producing the Post-16 Autumn 2009 Return
- Producing the School Workforce Census Autumn Return 2009
- Producing the Autumn School Census 2009 Return (English Nursery Schools)
- Producing the Autumn School Census 2009 Return (English Primary/Middle deemed Primary Schools)
- Producing the Autumn School Census 2009 Return (English Secondary/Middle deemed Secondary Schools)
- Producing the Autumn School Census 2009 Return (English Special Schools)
- Setting Up and Administering SIMS
- Setting Up and Maintaining Dinner Money in SIMS
- SIMS Examinations Organiser
- SIMS Learning Gateway 2 for System Administrators