

1st February 2021

Dear Parents/Carers and <pupil forename>

Year 11 Options for the 6th Form

I hope that you found the Year 11 Parent Teacher Consultation evening last Thursday useful and informative. As outlined in my letter to you last week, the Year 11 options process will be slightly different this year, and this has been explained to <pupil forename> by Miss Jones, Head of Year 11 and Ms Jones, Head of the 6th Form during learning coach time.

To support you with the options process, we have produced a presentation explaining key information, what to expect, and why we think you should choose St Cyres 6th Form. The presentation will also explain the actual process involved in making your choices and how to take your options. As you have not been able to visit the different Faculties and subject areas within the school, each area has produced a brief video explaining the courses they offer as a Faculty. These videos will be shared on the 6th Form YouTube channel and Twitter as well as on our website. Additionally, the 6th Form Prospectus will give you much more detail about each of the subjects and advice for <pupil forename> for choosing their options and both general entry requirements for the 6th Form and specific entry requirements for individual courses.

The prospectus, pre-recorded options video, and subject videos will be available on our website at www.stcyres.org from today under the title named GCSE and A Level options.

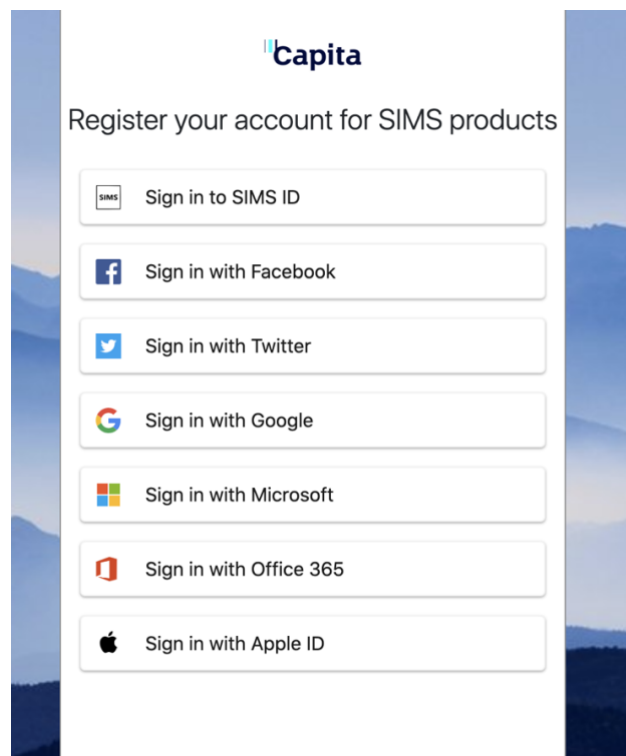
You must enter your options by Wednesday 24th February 2021. If you enter them earlier, you can revisit the page and change them, but your **FINAL** options must be in the system by that date. You **MUST** choose 4 options and these **MUST** be in priority order, with your favourite subject at the top.

Instructions for entering Options

- <pupil forename> will soon receive an email about entering their options. It is important that you read these instructions **BEFORE** you register and enter your options.
- You will receive an email from SIMS options. When you see this green 'Accept Invitation'; **you need to wait for 30 minutes before clicking on it.**

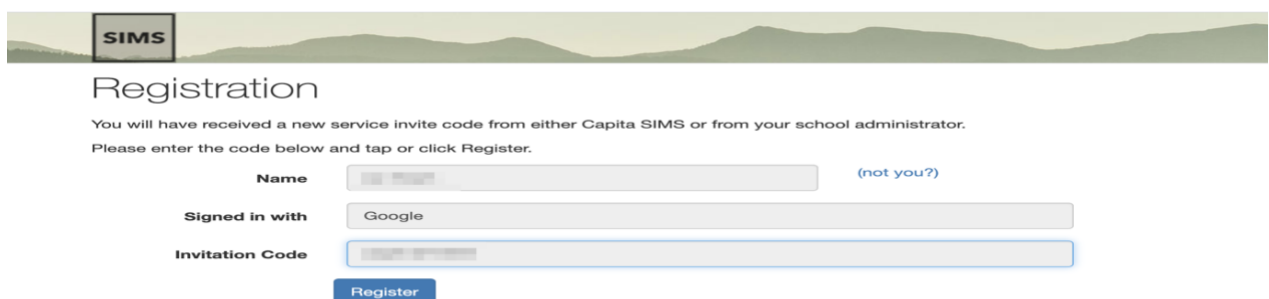
Accept Invitation

- After 30 minutes, click on the link 'Accept Invitation'.
- You need to click on 'Accept Invitation' which will take you to this page.



The image shows a registration page for SIMS products. At the top, the Capita logo is displayed. Below it, the text reads "Register your account for SIMS products". There are seven sign-in options, each in a white button with a colored icon: "Sign in to SIMS ID" (SIMS icon), "Sign in with Facebook" (Facebook icon), "Sign in with Twitter" (Twitter icon), "Sign in with Google" (Google icon), "Sign in with Microsoft" (Microsoft icon), "Sign in with Office 365" (Office 365 icon), and "Sign in with Apple ID" (Apple icon). The background features a blue and white mountain landscape.

- You then need to click on 'Sign in with Google' and then login with your school email address and password. You will see the following page and you need to click on 'Register' to complete the registration.



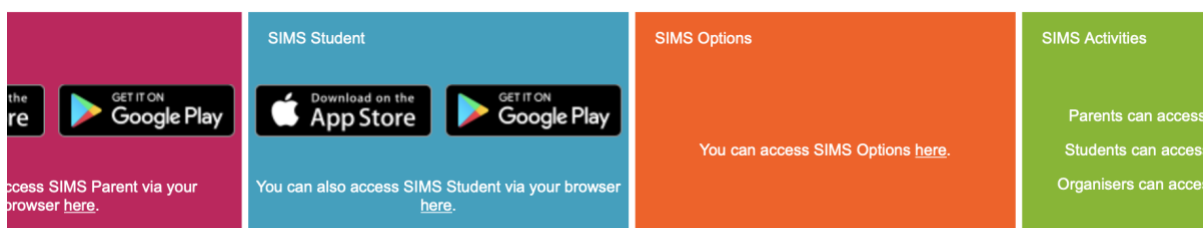
The image shows a registration page for SIMS. At the top left, there is a SIMS logo. The title "Registration" is centered. Below the title, there is a message: "You will have received a new service invite code from either Capita SIMS or from your school administrator. Please enter the code below and tap or click Register." There are three input fields: "Name" (with a "(not you?)" link), "Signed in with" (with "Google" selected), and "Invitation Code". A blue "Register" button is located below the "Invitation Code" field. The background features a green and white mountain landscape.

- Once you have registered you will receive a second email from SIMS Options Online like below.

Thank you for successfully registering your account with SIMS ID.

You will now be able to use this account to sign in to your school's SIMS Online Services products using the links below.

If you are an administrator for any of the SIMS Online Services products you can access the administration site [here](#).



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- TO ENTER YOUR OPTIONS you need to click on the orange box above or click on the SIMS Options App on your iPad to fill in your options online.
 - **Please watch the pre-recorded video before entering your options.**

If you need further advice or guidance, please do not hesitate to get in touch with us using the following email addresses: Ms Jones, Head of 6th Form ljones@stcyres.org and Mr Bruton, Acting Deputy Headteacher, rbruton@stcyres.org

Yours sincerely,

Mr R. Bruton
Acting Deputy Headteacher

Ms J Jones
Head of 6th Form