

7.170 England Primary and Northern Ireland Primary Edition - version 1.1

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Welcome to the SIMS 2016 Summer Release

Please read these notes carefully before installing or upgrading your software. Do not attempt any installation or upgrade without first making a fully restorable backup of your SIMS system. For instructions on how to do this, please go to the SIMS backup section of our website (<http://www.capita-sims.co.uk/backupsims>).

We publish highlights of the changes and benefits of each release on our blog (<http://www.capita-sims.co.uk/resources/blog>). The blog is available shortly after the release date.

Capita SIMS has made this release note available in PDF and Word formats. To take full advantage of the functionality available in this release note (e.g. links to handbooks and video tutorials), you must use the PDF version. Capita SIMS cannot be held responsible for any changes, errors or omissions resulting from subsequent editing of the supplied document.

Important Information – please read before upgrading

If you are performing a SIMS upgrade spanning more than one release, it is essential that you read the release note associated with each version.

Important Information for Schools in England

At the time this release note was produced, we had not yet received the validation and summary report files from the DfE for School Census Autumn 2016. Recent experience suggests that the DfE will not provide these files before the SIMS 2016 Summer Release is made available so we have provided text in the Census application that explains the position and makes it clear that schools should not provide their Return file to the DfE until they have imported a fileset that includes the DfE validation and summary report files.

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 **SOLUS3**.

For instructions on carrying out an upgrade with **SOLUS3**, please refer to the *SOLUS3 for Schools* or the *SOLUS3 for Local Authorities* handbook.

End of Support for SQL Server 2008

From the SIMS 2015 Summer Release onwards, SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS and InTouch run on SQL Server 2012 and SQL Server 2014 only. These products are no longer supported on SQL Server 2008 or SQL Server 2008 R2. For more information on support for SQL Server, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

SIMS Services Manager

From the SIMS 2014 Autumn Release, the SIMS Services Manager (SSM) has been incorporated as part of the upgrade process. SSM is installed automatically and silently on the SIMS SQL Server as part of the server upgrade process and installs .NET Framework 4.5.2. The standard reboot that normally occurs as part of the .NET installation has been suppressed and will not occur automatically. Likewise, in order to protect the SIMS upgrade and to avoid causing alarm, if there are any issues with the installation of SSM or the .NET Framework, no error messages will be displayed and the rest of the SIMS upgrade will proceed as normal.

To enable the successful installation of these components, there must be 2Gb of free disk space available on the SIMS SQL Server.

If you run the upgrade manually and do not want SSM to be installed, please use the switch **/NoServicesManager** when you run **SIMSSQLApplicationSetup.exe**. The text in the switch is case sensitive.

For more information on .NET Framework 4.5.2, please refer to the Microsoft website (<http://www.microsoft.com/en-gb/download/details.aspx?id=42642>).

Information on the End of Support for SOLUS2

Applicable to Independent Schools, International Schools and Free Schools only

Please be aware that support for SOLUS2 ended on 30 September 2015.

If you have any questions relating to the move to SOLUS3, please contact the Independent schools team on +44 (0)1285 647459 or visit our website (<http://www.capita-independent.co.uk>).

Applicable to all other schools

The SIMS 2016 Spring Release was the last release supported by SOLUS2. Schools must upgrade to SOLUS3 before upgrading to the SIMS 2016 Summer Release. Failure to do so will prevent schools from running Census returns, using Examinations Organiser, etc.

If you have any other questions relating to the move to SOLUS3, please contact your Local Support Unit.

Additional Information

For more information on installing, configuring and using SOLUS3, please refer to the user documentation that is available from the SIMS [Documentation Centre](#). To access the SIMS [Documentation Centre](#), click the [Documentation](#) button on the SIMS [Home Page](#).

For more information on support dates for software, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

B2B

If you use B2B, and you want the SQL Server service to be configured to run as a Domain account instead of the built-in LocalSystem account on Windows 2008 R2 or Windows 2012 Server, a separate patch can be run to enable this functionality. This patch is available from your Local Support Unit (Patch 20419) and it must be applied to your SIMS database by a user with System Administrator permissions.

SQL 2014 Migration

From the SIMS 2015 Summer Release onwards, SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS and InTouch are no longer supported on SQL Server 2008. For more information on support for SQL Server, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

From the SIMS 2014 Autumn Release onwards, we support SIMS, FMS, Discover, SLG, Partnership Xchange, SOLUS 3.8 and InTouch on SQL 2014.

To facilitate server migration, a SQL Migration Tool is available. Please note that you must be running the SIMS 2014 Autumn Release or later before running the Migration Tool.

The Migration Tool assists with the migration of the SQL databases for SIMS, FMS and Discover. It enables you to install a SQL 2014 Express Edition instance and migrates the SIMS, FMS and Discover databases to the new database server. You are strongly advised to read the *Migrating SIMS, FMS and Discover to SQL 2014* handbook, which will be available from My Account (<https://myaccount.capita-cs.co.uk>) on product release.

If you are a SOLUS3 user then you can migrate your SOLUS3 system to SQL 2014 when you have upgraded to SOLUS 3.8 or later.

For more information on migrating to SQL 2014, please refer to Resource Number 21101, the *SQL 2014 Migration Frequently Asked Questions* document, on My Account (<https://myaccount.capita-cs.co.uk>).

For information on obtaining the Migration Tool, please contact your Local Support Team.

If you use both SIMS and FMS, both systems must be running on the same version of SQL Server, i.e. SQL Server 2012 or SQL Server 2014.

For more information on support for SQL Server, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

Windows 10

As discussed in the SIMS Technical Roadmap, SIMS, FMS and Discover are supported on Windows 10 from the Spring 2016 Release onwards.

For more information, please refer to the *SIMS Technical Roadmap* on My Account (<https://myaccount.capita-cs.co.uk>).

General

If your school uses both Fees Billing and FMS, then SIMS and FMS must be upgraded at the same time.

Important Information for Windows 8 and Windows Server 2012 Users

If you are running SIMS on a Windows 8 or Windows Server 2012 workstation, you may encounter difficulties when attempting to open PDF files in SIMS. This is caused by Windows Reader being the default program used to open PDF files.

To resolve this issue, you must first ensure that Adobe Reader 10 or later is installed.

Next, you will need to associate Adobe Reader with all PDF files. From the Taskbar, click **File Explorer**, click **Computer** in the panel on the left-hand side of the page then from the Menu Bar, select **Computer | Open Control Panel**. Click **Programs | Default Programs | Associate a file type or protocol with a program**. In the **Extensions** list, scroll down to and click the **.pdf** item then click the **Change program** button. Click **Adobe Reader** then click the **Close** button.

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.

IMPORTANT NOTE: Backups are no longer zipped, because of the number of issues caused by zipping backup files. Recent operating systems now allow the use of compressed folders, which are recommended for automatically compressing backups. Please refer to your operating system documentation for instructions on applying compression to a folder.

Important Information Regarding the Upgrade of SIMS and Discover

IMPORTANT NOTE: You must upgrade to the SIMS 2016 Summer Release before upgrading Discover. If you upgrade Discover before upgrading SIMS, data will not be transferred between the SIMS and Discover databases until SIMS has been upgraded.

The person carrying out the installation of Discover must have Administrator permissions across the network.

Auto-Deployment of SIMS and Discover

If SOLUS3 auto-deployment is enabled for Discover, we recommend that the settings for Discover auto-deployment are set to start later than the SIMS auto-deployment start time plus the timeout.

The screenshot shows the SOLUS3 Settings application. The 'Updates' section is active, showing settings for updates: 'Check updates every' is set to 10 minutes, 'Task time out' is 30 minutes, 'Rollback on failure' is checked, and 'Auto download' is checked with a time range of 13:22 to 15:23. The 'AGENTS' section shows 'Concurrent downloads' set to 5 and 'Auto download' checked with the same time range. The 'AUTO DEPLOYMENTS' section is a table with columns for Products, time ranges, and days of the week (Mon-Sun).

Products	Between	and	Mon	Tue	Wed	Thu	Fri	Sat	Sun
<input checked="" type="checkbox"/> FMS	11:00	23:00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> SIMS	11:00	23:00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> SIMS Discover	13:00	23:00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> SOLUS	11:00	23:00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If the times are not set like this, and the Discover deployment starts before the SIMS deployment, then the data transfer between SIMS and Discover will not work until the SIMS upgrade is completed.

Important Information Regarding SIMS Documentation

The SIMS **Documentation Centre** is accessed by clicking the **Documentation** button on the SIMS **Home Page**. The principal benefit of the SIMS **Documentation Centre** is that resources for SIMS, FMS and Discover can all be accessed from a central repository.

It is possible to search for user documentation by output type (handbook, tutorial, QRS, etc.) and then by functional area. It is also possible to search by role (e.g. Teacher, Administrator, Returns Manager, etc.).

A range of Frequently Asked Questions guides has been produced and can be accessed from the **FAQs** menu. The **Troubleshooting** section enables you to investigate any issues you may have when accessing the resources available.

IMPORTANT NOTE: If you encounter issues when attempting to open any New Feature videos or Tutorials whereby you are asked to install the required version of Flash Player and/or an on-screen dialog suggests that Online Help content cannot be displayed, these can be resolved by downloading the latest version of Flash Player (<http://helpx.adobe.com/acrobat/kb/known-issues-acrobat-xi-reader.html>).

A search facility is available in the SIMS, FMS and Discover Documentation Centres. This enables you to locate information across the Documentation Centres or within individual resources (handbooks, release notes, FAQs, etc.). The search facility operates in a similar way to a Google search. To perform a search, enter one or more keywords in the search field (located at the top right-hand side of the Menu Bar) then click the **Search** (magnifying glass) button. You can use ***** and **?** as wildcards. To search for an exact phrase, enclose more than one word in double quotes, e.g. **"debit card"**.

We would welcome any feedback you have on the SIMS **Documentation Centre**. If you have any comments, please email the SIMS Publications team (publications@capita.co.uk).

IMPORTANT NOTE: If you are running SIMS on a Windows 8 or Windows Server 2012 workstation, you may encounter difficulties when you first log into SIMS after a SIMS upgrade because the What's New page is displayed automatically and cannot be closed easily. This is caused by Windows Reader being the default program used to open PDF files.

To resolve this issue, you **must** first ensure that Adobe Reader 10 or later is installed.

Next, you will need to associate Adobe Reader with **all** PDF files. From the Taskbar, click **File Explorer**, click **Computer** in the panel on the left-hand side of the page then from the Menu Bar, select **Computer | Open Control Panel**. Click **Programs | Default Programs | Associate a file type or protocol with a program**. In the **Extensions** list, scroll down to and click the **.pdf** item then click the **Change program** button. Click **Adobe Reader** then click the **Close** button.

If you require assistance with this or any other issue you encounter when attempting to access user documentation, please contact the SIMS Publications team (publications@capita.co.uk).

User documentation that is accessible via the SIMS **Documentation Centre** (by clicking the **Documentation** button on the SIMS **Home Page**) is hosted on the web. This approach to delivering user documentation offers you the following benefits:

- A reduction in the download time of a SIMS release from SOLUS
- We can provide user documentation post-release, so you will always have access to the most up-to-date, accurate information.

As a result, documentation provided in PDF format is no longer deployed to the **\SIMS\Documentation** folder on your SIMS Server (with the exception of the What's New page, the main **Documentation Centre** navigation page and the Getting Started guide, which must continue to be delivered to this folder).

NOTE: If you wish to access the latest user documentation for the SIMS 2016 Summer Release without logging into SIMS, the **Documentation Centre** is accessible using a web link (<http://simspublications.com/767431/index.html>).

IMPORTANT NOTE: If you do not wish to access user documentation provided in PDF format via the web and instead continue to access it from the **\SIMS\Documentation** folder on your SIMS Server, this can be achieved by downloading a local version of our documentation set from the following location:

<http://dl.capitasolus.co.uk/Downloads/DocCentre/SIMS-DocCentre-2016-Summer.zip>

Once you have downloaded the file, unzip it to the **\SIMS\Documentation** folder on your SIMS Server. The downloaded documentation set is accessed by clicking the **Documentation** button on the SIMS **Home Page**.

Please be aware that the SIMS 2016 Summer Release will be the final release for which the downloadable documentation set will be produced. If this is likely to cause complications for your establishment, please contact the SIMS Publications team (publications@capita.co.uk).

Help files remain unaffected by this change in approach and continue to be delivered to the **\Program Files\SIMS\SIMS .net** folder on each SIMS workstation.

IMPORTANT NOTE: If Google Chrome is your default web browser, please ensure you disable the Chrome PDF Viewer and enable the Adobe Acrobat plug-in to ensure that PDFs display correctly. This can be achieved by entering **chrome://plugins** in the Address Bar then pressing **Enter**.

If you experience a problem when attempting to open a page in the Documentation Centre, please contact your System Administrator who can enable access to www.simspublications.com.

If you require assistance with this or any other issue you encounter when attempting to access user documentation, please contact the SIMS Publications team (publications@capita.co.uk).

***NEW* in Summer 2016**

Following a review of our current user documentation, and following valuable feedback from customers, we will be introducing a range of enhancements to the SIMS **Documentation Centre** in 2016. These changes focus on enhancing the user's experience and presenting resources that are specific to the needs of staff at your school.

Up until the SIMS 2016 Spring, we provided one version of the SIMS **Documentation Centre** and this served all schools, regardless of the type/phase of your school. This meant that all schools had access to the same content, whether it related to processes in their school or not. For example, a Primary school was presented with resources relating to Examinations Organiser. Similarly, we provided one version of the SIMS What's New page (the file that opens the first time each user logs into SIMS following an upgrade).

2016 will see the introduction of SIMS Documentation Centres and What's New pages for specific school phases, so that user documentation relevant only to your school phase is provided. When you click the **Documentation** button on the SIMS **Home Page**, SIMS will interrogate the SIMS SQL database and display the Documentation Centre relevant to your school phase. When a user logs into SIMS for the first time following an upgrade, a What's New page relevant to your school phase will be provided.

Enhancements to the content of the SIMS Documentation Centres will include the addition of the **Useful resources** section, which will provide links to resources currently available only from My Account, namely the Technical Roadmap, the Product Roadmap and the Minimum Hardware Specification. It will be possible to navigate directly to a specific Frequently Asked Question (**FAQ**) page from the Documentation Centre landing page and the **Home** drop-down list will enable you to navigate to a **Role** page.

It will also be possible to navigate to other (satellite) Documentation Centres and Help Centres by selecting from the new **Other Products** drop-down list. A link to relevant blogs will also be provided.

As part of the SIMS 2016 Spring Release, we provided a Documentation Centre and What's New page for use by our Independent and International schools. All other schools continued to use the 'original' versions of the Documentation Centre and What's New page.

As part of the SIMS 2016 Summer Release, we have provided Documentation Centres and What's New for the following schools:

- Primary schools in England
- Secondary schools in England
- Wales (a single Documentation Centre and What's New page for all schools in Wales).

We intend to continue the roll out of Documentation Centres as part of the SIMS 2016 Autumn Release; further details of the roll out will be provided in the release notes that accompany the SIMS 2016 Autumn Release.

We would welcome any feedback you have on the school phase-specific SIMS Documentation Centres and What's New pages. If you have any comments, please email the SIMS Publications team (publications@capita.co.uk).

Update of the SIMS Documentation Centre in line with the SIMS Software

Some customers have informed us that the SIMS **Documentation Centre** is not being updated in line with the SIMS software; clicking the **Documentation** button on the SIMS **Home Page** following an upgrade displays content from the [previous](#) release.

If you encounter this issue, then the part of the SIMS upgrade that deals with the update of the SIMS **Documentation Centre (SIMSApplicationSetup.exe)** has failed.

This is caused by the incorrect configuration of the SIMS File Server settings in SOLUS3; it is likely that the File Server has been pointed to the network SIMS drive rather than the [local](#) SIMS drive. To resolve this issue, please complete the following steps.

1. In SOLUS3, navigate to **Environment | Targets – Services** tab.
2. Highlight the **SIMS File Server** service and then click the **Edit** button.
3. Ensure that the **Server name** is the name of the server that hosts the mapped SIMS drive.
4. Change the **Installation path** to the [true](#) name of the mapped drive (e.g. **D:\Admin Data\SIMS**) - do [not](#) use a mapped drive letter.

5. After correcting the **Installation path** setting, re-deploy the upgrade (via **Upgrades | Deployment History | <select the update> - Redeploy** button), choosing [only](#) the **SIMS File Server** from the list of available **TARGETS**, and then run the upgrade manually.

Where to Find More Information?

Via SIMS...

For the software handbook, navigate to the SIMS **Home Page**, click the **Documentation** button to display the **Documentation Centre**, click the **Handbooks** button then click the required handbook title.

Via My Account...

Documentation is also available from the My Account website (<https://myaccount.capita-cs.co.uk>).

1. Enter the required text in the **Search** field to display a list of documents that meet the search criteria.
2. To refine the search further, click **Documents** and then select the required **Document type** (click **Show more** to view additional options, e.g. quick reference sheets, frequently asked questions, etc.).

Alternatively, click **SIMS Publications** (located in the **Popular Searches** list) to display a list of all SIMS publications.

The search results are displayed automatically.

Tips for using the My Account Search Facility

Here are some key tips for using the search facility in My Account. For additional explanations, please refer to the My Account website.

- The search results can be refined further by using the advanced filters, e.g. **Sort by relevance** or **Sort by last modified, File type** and date range.
- Surround a phrase with "double quotes" to return results containing that exact phrase.
- Prefix words with **+** to make them essential.

For example: **"end of year procedures" +primary**

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

Permissions

The permissions spreadsheet, which lists all permissions relating to SIMS 7.170, is available from the [Documentation Centre](#). To access the SIMS [Documentation Centre](#), click the [Documentation](#) button on the SIMS [Home Page](#).

In My Account, selecting [Knowledge Base](#), [SIMS Publications](#) (located in the [Popular Searches](#) list), enter [7.170 SIMS Permissions Spreadsheet](#) in the [Search for](#) field then click the [Find](#) button. Alternatively, use the search facility on the Home Page to display a list of all [Documents](#) containing the search criteria.

Compatibility between One and SIMS

As part of the SIMS 2016 Summer Release, we have undertaken full integration testing of both B2B:Student and B2B:Personnel. The following two tables show the version(s) of One and SIMS that have also been through a process of integration testing for each of the B2B products.

B2B:Student

		One Release Version	
		One Spring 2016 Release (3.59)	One Summer 2016 Release (3.60)
SIMS Release Version	SIMS 2016 Spring Release (SIMS 7.168) Running B2B:Student v4 Phase 1	✓	✗
	SIMS 2016 Spring Release (SIMS 7.168) Running B2B:Student v4 Phase 2	✓	✓
	SIMS 2016 Summer Release (SIMS 7.170) Running B2B:Student v4 Phase 1	✓	✗
	SIMS 2016 Summer Release (SIMS 7.170) Running B2B:Student v4 Phase 2	✓	✓

B2B:Personnel

		One Release version	
		One Spring 2016 Release (3.59)	One Summer 2016 Release (3.60)
SIMS Release Version	SIMS 2016 Spring Release (SIMS 7.168) without the Salary Range patch	✓	✓
	SIMS 2016 Spring Release (SIMS 7.168) with the Salary Range patch	✓	✓
	SIMS 2016 Summer Release (SIMS 7.170) without the Salary Range patch	✓	✓
	SIMS 2016 Summer Release (SIMS 7.170) with the Salary Range patch	✓	✓

There are various elements of functionality in One and SIMS that require compatibility between the two solutions. The following table provides information on the version(s) of schemas that are supported in release versions of One and SIMS, and therefore indicate version and release compatibility.

		One Release version	
		3.59 (Spring 2016)	3.60 (Summer 2016)
SIMS Component	B2B:Student	v1.1	v1.1
	B2B:Personnel	v1.1	v1.1
	ATF	v12.0	v12.0
	CTF	v14 (for import) v15 (for import/export)	v15 (for import) v16 (for import/export)
	School Census	SC 2015/2016	SC 2016/2017
	PLASC	PLASC 2016	PLASC 2016
	ASL	v12.0	v13.0
	AMPARK	SIMS 7.168	SIMS 7.168
	ADT	v12.0	v13.0

Version Support for FMS

The FMS support arrangements depend on the supported versions of SIMS where Personnel Links is being used. Support for FMS is detailed in the following table.

Release	SIMS Version	FMS Version	FMS with Personnel Links/Equipment Register	FMS without Personnel Links/Equipment Register
Summer 2016	7.170	6.170	Supported	Supported
Spring 2016	7.168	6.168	Supported	Supported

NOTE: FMS 6.170 has been tested against SQL Server 2012 and SQL Server 2014.

SLG Compatibility

SLG is guaranteed to support the previous two releases of SIMS, inclusive of any release it is shipped with.

Supported SIMS Versions with SLG Summer Release

The SIMS Learning Gateway Summer Release can be used alongside the following versions of SIMS:

- SIMS 2016 Summer Release (SIMS 7.170)
- SIMS 2016 Spring Release (SIMS 7.168).

IMPORTANT NOTE: If you install the SIMS 2016 Summer Release (SIMS 7.170) and continue to run an older release of SLG, this is not guaranteed to work and is therefore not supported.

Supported SIMS Versions with PX Summer Release

The SIMS PX Agent should be upgraded to the PX 2016 Summer Release immediately after, or in conjunction with, upgrading to the SIMS 2016 Summer Release.

IMPORTANT NOTE: If you install the SIMS 2016 Summer Release (SIMS 7.170) and continue to run an older release of the PX Agent, this is not guaranteed to work and is therefore not supported.

Admissions

New Features

ADT and ASL Version Updates

Applicable to Maintained schools in England only

[Routines | Admission | Import ADT File](#)

[Routines | Admission | Export ASL File](#)

Schools that are their own Admission Authority now import versions 12.0 and 13.0 of the ADT files. Previous versions are no longer imported.

Schools that are their own Admission Authority now export a version 13.0 ASL file.

Fixes

This release includes fixes in the following areas:

- For schools that are their own admissions authority, when recording admission criteria, the **Distance to School** criterion no longer rounds up from three to two decimal places (via [Focus | Admission | Application](#)).
- When changing a pupil's **Year Group** on the pupil record during the academic year, the pupil is no longer counted in both years on the Projected Student Numbers report; they are counted in the current **Year Group** only (via [Reports | Admissions | Projected Student Numbers](#)).
- An error no longer occurs when attempting to run the Projected Student Numbers report on 29 February in a leap year (via [Reports | Admissions | Projected Student Numbers](#)).

- When running the Admission Register (Roll Book) 1 report, the **Boarder Status** now displays information correctly (via [Reports | Run Report - Student | Admission Register \(Roll Book\) 1](#)).
- The **Withdrawal Reason** drop-down list on the **Application** page (via [Focus | Admission | Application](#)) now displays the withdrawal reasons in the same order as those defined on the **Lookup Type Details** page (via [Tools | Lookups | Maintain](#)).

Agora

SIMS Agora does not form part of the SIMS 2016 Summer Release.

For information on the latest release of Agora, please refer to the Agora release note, which is available from the My Account website (<https://myaccount.capita-cs.co.uk>).

AMPARK

New Features

Enhancements for the SIMS 2016 Summer Release

The Assessment Manager and Performance Analysis Resource Kit (AMPARK) provides a set of resources for use with SIMS Assessment. This kit has been updated for the SIMS 2016 Summer Release.

For more information, please refer to the *Assessment Manager and Performance Analysis Resource Kit* release note, available from the My Account website (<https://myaccount.capita-cs.co.uk>).

Analysis

Fixes

This release includes a fix in the following area:

- In Early Years Termly Tracking Aspect Analysis, it is now possible to select the missing 2e grade from the 40-60 months secure band grid pattern in EY TT Attainment YR for AutBL, Autumn, Spring and Summer (via [Focus | Assessment | Aspect Analysis](#)).

Assessment

New Features

Enhancement to the SIMS School Report



Reports | School Report

An additional date field has been provided, enabling the **Start Date for Attendance, Conduct and Exclusions** to be specified before running the SIMS School Report.

Fixes

This release includes fixes in the following areas:

- The error **Cannot find table 7** no longer occurs when accessing Programmes of Study (via [Focus | Assessment | Programme of Study Tracking](#)).
- It is now possible to select the correct values for the Cache Level 2 gradeset (via [Focus | Assessment | Gradeset](#)).
- An error no longer occurs for Hosted customers when selecting an Add In field in an individual report (via [Focus | Assessment | Individual Report | Template](#)).
- The figures for **Present, Possible Attendances, Authorised Absence** and **Unauthorised Absence** in Display Marks are now displayed correctly in Marksheet Entry (via [Focus | Assessment | Marksheet Entry](#)).
- An error no longer occurs when saving a marksheet, where null values are present in the marksheet columns (via [Focus | Assessment | Marksheet Entry](#)).
- When running the Programme of Study Summative Progress Analysis report, the report output now calculates correctly. Additionally, grades with values of **Mastered** are now displayed correctly in the **Mastered** column of the report (via [Focus | Assessment | Programme of Study Analysis | Summative Progress](#)).
- When printing individual reports, bulleted items are now displayed and formatted correctly (via [Focus | Assessment | Individual Report](#)).

Attendance

Fixes

This release includes a fix in the following area:

- When running the Sibling Absence Detection report, the report end date now defaults to today's date if the specified date range is in the future ([Reports | Attendance | Selected Pupil Reports | Sibling Absence Detection Report](#)).

Cover

Fixes

This release includes fixes in the following areas:

- When arranging cover, clicking the **HTML** button and selecting dates now functions correctly. Details also display correctly after selecting a day of the week on the HTML report (via [Focus | School | Arrange Cover](#)).
- When the **Half Period Cover Mode** check box is selected in cover settings, the Statistics Cover report now displays the correct data (via [Tools | Cover | Statistics | Cover](#)).

CTF

New Features



Update of CTF Version Number

[Routines | Data In | CTF | Import CTF](#)

Before 1 August 2016, CTF version 14.0 or 15.0 can be used for the import of CTF.

From 1 August 2016 onwards, CTF version 15.0 or 16.0 can be used for the import of CTF.

[Routines | Data Out | CTF | Export CTF](#)

Before 1 August 2016, CTF version 15.0 is used for the export of CTF.

From 1 August 2016 onwards, CTF version 16.0 will be used for the export of CTF.

Additional Information Included in CTF Imports and Exports

Applicable to schools in England only

[Routines | Data In | CTF | Import CTF](#)

[Routines | Data Out | CTF | Export CTF](#)

In CTF version 16.0 onwards, new tags are now included in **General** CTF imports and exports for the following data:

- **Country of Birth** (<CountryofBirth>)
- **Proficiency in English** (<ProficiencyInEnglish>)
- **Nationality** (<Nationality>).

Applicable to Maintained schools in Northern Ireland only

[Routines | Data In | CTF | Import CTF](#)

[Routines | Data Out | CTF | Export CTF](#)

In CTF version 16.0 onwards, the **ULN Data Share** tag (<ULNDataShare>) is now included in **General** CTF imports and exports.

Enhancement to CTF Import and Export Data Functionality

Applicable to schools in Northern Ireland only

[Routines | Data In | CTF | Import CTF](#)

[Routines | Data Out | CTF | Export CTF](#)

Enhancements have been made to the transfer of newcomer data in a **General** CTF. On export, if there are multiple newcomer records, only the most recent record is exported. On import, the record is imported only if there is no current newcomer data.

Withdrawal of Information in a CTF Export

Applicable to Primary Schools in Northern Ireland only

The **Uniform Grant** container (<UniformGrant>) and its child tags have been removed from the CTF export data because this information is no longer collected by the Department of Education.

DENI

New Features

Key Dates for DENI

[Routines](#) | [Statutory Returns](#) | [DENI](#) | [Create DENI Return](#) (or [Create a Leavers Return](#))

Age at date: 01/07/2016

Main return date: 07/10/2016

Leavers return date: 04/11/2016.

Level of Study Added to Main Return Detail Report

Applicable to current pupils attending Post-Primary and Special schools only

A new column (**Level of Study**) has been added after the existing **Reg Group** column in the **Main Census File** table of the Main Return detail report. Only the applicable code is displayed in the new column:

- **A** – Level 2 (non-final year)
- **B** – Level 2 (final year)
- **C** – Level 3 (non-final year)
- **D** – Level 3 (final year)
- **E** – Non exams/other.

Equivalences and Scorepoints Added to the Main Return Detail Report

Applicable to Post-Primary and Special schools only

Equivalences and scorepoints are now included in the **Non-EDI Exams** table of the Main Return detail report.

Periods Studied by Level Removed from the Main Return Summary Report

Applicable to Post-Primary schools only

The **Periods studied by level** table has been removed from the Main Return summary report. This table used to be displayed between the **KS2 Information** and the **Attendance** information.

Non-Accredited Qualifications Excluded from the Main and Leavers Return

Applicable to Post-Primary and Special schools only

When the return is created and validated, only exam results that have a QAN are included in the Main and Leavers return.

New Detail Report

Applicable to Post-Primary and Special schools only

A new detail report has been added, which displays any external exam results that do not have a QAN and therefore were excluded from the Main and Leavers returns.

New Validation Rules

Code	Return	Error Message
1125	Main Leavers	At least 60% of the pupil/students with date of birth before 99/99/9999 should have "Share ULN related data" set to T (Post-Primary and Special only).
1126	Main Leavers	The school ULN Centre Registration No should be present.
1127	Main Leavers	At least one address tag - as well as the postcode - should contain data.
1128	Main Leavers	There must be a value for Living Arrangements if there is a value for the In Care HSCT.
1129	Main	A pupil/student should not have both SEN Needs AUT and ASP.
1130	Main	A pupil/student should not have both SEN Needs SPHL and MMHL.
1131	Main	A pupil/student should not have more than 1 SEN Need from MILD, MLD, SLD and PMLD.

Code	Return	Error Message
1133	Main	A pupil/student with a SEN Status of 5 should not have MILD as their primary SEN Need.
1134	Main	One of the address tags contains a comma.
1135	Main	The postcode is not a valid postcode.

Pre-School Experience for Preparatory Schools

[Focus | Pupil | Pupil Details](#)
[Routines | Pupil | Bulk Update](#)

- A new field (**Pre-School Experience**) has been added to the **School History** panel.
- **Pre-School Experience** in Preparatory schools has been added to the Bulk Update routine.

Removal of Uniform Grant Information

Applicable to Primary and Special schools, and Education other than at school (EOTAS)

[Focus | Pupil | Pupil Details](#)

Now that uniform grant information is no longer collected in the DENI return, the **Pupil in receipt of Uniform Grant** field has been removed from the **Additional Information** panel.

Historical data is still available for the purposes of designing and running reports.

FMS

For information on the new features, enhancements and fixes included in FMS 6.170, please refer to the *FMS 6.170* Release Note.

Home Page

New Features



Enhancement to Home Page Pre-Configuration

[Focus | Home Page](#)

The **Attendance Summary** and **Conduct Summary** widgets can be displayed on the SIMS **Home Page** by default for the Senior Management Team, Head of Year, Head of House and Reg Tutor. The widgets are configured relevant to the user's role, e.g. a Reg Tutor will see the data relevant to their registration groups.

The **Conduct Summary** widget can be displayed by default for a Class Teacher. This widget is configured relevant to the user's role.

Fixes

This release includes fixes in the following areas:

- Where an error occurs when loading the **My Timeline** widget on the SIMS **Home Page**, clicking the **View details** hyperlink now displays correct information (via [Focus | Home Page](#)).
- An error no longer occurs when using the **Quick Search** on the SIMS **Home Page** for applicants who have a status of **Rejected** or **Withdrawn** (via [Focus | Home Page](#)).

Reporting

New Features

Enhancements to the Reporting Dictionary

[Reports | Design Report](#)

It is now possible to include the **Country of Birth** field when designing a report. This information is required for the purposes of Autumn 2016 Census returns.

The **Added by** field has been added to the reporting dictionary, enabling the recording of the staff member who assigned a pupil to a detention. The **Type of Bullying** field has also been added to the reporting dictionary.

For schools in England, it is now possible to include the **UPRN** (Unique Property Reference Number) field when designing a report.

For Maintained schools in England, it is now possible to include the **Proficiency in English** field and the Proficiency in English History sub-report when designing a report.

Updates to Existing Pre-defined Reports



[Reports | Run Report - Focus | Student | Data Collection Sheet](#)

[Reports | Run Report - Focus | Student | Data Collection Sheet \(Font 12\)](#)

[Reports | Run Report - Focus | Data Collection Sheet | Data Collection Sheet](#)

[Reports | Run Report - Focus | Data Collection Sheet | Data Collection Sheet \(Font 12\)](#)

Four Data Collection Sheet reports have been updated to include **Country of Birth** and **Nationality**.

Including Linked Documents on a Pupil Report

[Reports | Design Report](#)

It is now possible to include a pupil's **Linked Documents** in a pupil report by selecting the **Documents** node when designing a report.

Fixes

This release includes fixes in the following areas:

- The **External Document Type** filter must now be used in place of the **Document Type** filter to ensure the correct display of the **Summary** and **Notes** information when reporting on SEN pupils (via [Reports | Design Report](#)).
- To maintain accurate SEN information, the SIMS School Report no longer counts guest pupils when calculating SEN percentages (via [Reports | School Report](#)).
- Where there is more than one teacher of a class, when running behaviour reports, the main class teacher is displayed as priority. The class teacher is displayed when a main class teacher is not recorded (via [Reports | Run Report - Focus | Student](#)).
- The **First Language** field is now displayed for all Data Collection Sheet reports (via [Reports | Run Report - Focus | Student](#) and [Focus | Data Collection Sheet](#)).

School Census Autumn 2016 Return

New Features



Key Dates for School Census Autumn Return

[Routines](#) | [Statutory Return](#) | [School Census](#)

Census Date: 06/10/2016

Termly attendance collected from 28/03/2016 to 31/07/2016

Annual attendance collected from 01/08/2015 to 31/07/2016 (**Special schools only**)

Exclusions collected from 01/01/2016 to 27/03/2016

FSM collected from 20/05/2016 to 06/10/2010

Learning Aims collected from 01/08/2015 to 06/10/2016.

Year Taught In E1 and E2

To ensure that on-roll children age 0 to two are collected correctly in the return, Year Taught In **E1** and **E2** are now included in the applicable census panel and reports.

The year taught in identifiers are now:

- **E1** - early first year
- **E2** - early second year
- **N1** - nursery first year
- **N2** - nursery second year
- **R** - reception.

In Care for Exclusions

In Care is no longer collected for pupils who have been excluded from school.

Adopted from Care Renamed

[Tools](#) | [Statutory Return Tools](#) | [Update Post Looked After Arrangements Routines](#) | [Statutory Return](#) | [School Census](#)

Adopted from Care is now known as Post Looked After Arrangements; the user interface has been updated accordingly. Related column headers (e.g. in reports) are displayed as **PLAA**.

Unique Property Reference Number (UPRN) for Pupil Addresses

[Focus](#) | [Pupil](#) | [Pupil Details](#)

The Unique Property Reference Number (UPRN) for both on-roll pupils and leavers is collected for the School Census Autumn 2016 Return. The UPRN can be entered in the **Addresses** panel on the **Pupil Details** page.

New Ethnic/Cultural Data Items

[Focus](#) | [Pupil](#) | [Pupil Details](#)

The following new data items (located in the **Ethnic/Cultural** panel) are collected for the first time in the School Census Autumn 2016 Return:

- **Country of Birth** - a pupil's country of birth can be selected from a drop-down list in the **Ethnic/Cultural** panel.
- **Nationality** - a pupil's nationality (or nationalities) can be specified via **Nationality and Passport Details**.
- **Proficiency in English** - the **Date of Assessment** and **Result (Level)** (e.g. **A - New to English**) should be specified.

Additions to the Bulk Update Routine

[Routines](#) | [Pupil](#) | [Bulk Update](#)

Three new data items (**Country of Birth**, **Proficiency in English** and **Nationality**) are now available for selection via the Bulk Update routine.

School Workforce Census

New Features



Key Dates for the School Workforce Census 2016

[Routines](#) | [Statutory Returns](#) | [School Workforce Census](#)

Census date: 03/11/2016

Absence collected from 01/09/2015 to 31/08/2016

Continuous contracts collected from 01/09/2015 to 03/11/2016

Allowances collected from 06/11/2015 to 03/11/2016.

Addition of a Pregnancy-Related Absence Code

A new absence code has been introduced, enabling an absence caused by a pregnancy-related reason to be recorded.

Category = **PRG**, Code = **PRG**, Description = **Pregnancy Related**.

If applicable, the Workforce Member Areas Details and Workforce Member Absence Details detail reports display this absence as **Pregnancy Related**.

Regional Pay Ranges

Regional Pay Range is no longer collected for the School Workforce Census so the **Scale/Range** column has been removed from the Workforce Member Payment Details and Workforce Member Pay Details Comparison detail reports.

Spot Allowances

[Routines](#) | [Statutory Returns](#) | [School Workforce Census](#)

[Tools](#) | [Setups](#) | [Employment Parameters](#)

- If the setting for historical spot allowances is not found when the **Create & Validate** button is clicked, a dialog provides navigation instructions to the **Historical Spot Allowance Type** panel, where **Actual** or **Annual** must be specified.
- The dialog that was originally displayed when the **Create & Validate** button was clicked has been removed.

- Historical spot allowances are calculated as specified in the **Historical Spot Allowance Type** panel, i.e. **Actual** or **Annual**.
- New spot allowances (recorded after the SIMS 2016 Spring Release) are calculated as **Actual** amounts.
- The Workforce Member Allowances Details report has been amended to reflect the changes to DfE collection and spot allowances. Further information has been added to show how the allowance is calculated.

SIMS Activities

SIMS Activities is a web-based solution that supports the anytime, anywhere management of extra-curricular activities.

SIMS Activities can be used to manage any activities, whether they take place on-site or off-site, during the school day, after school, at weekends or during holidays. From sending out invites and managing responses to generating registers, SIMS Activities helps to reduce administration time for staff, improves safeguarding and can help to drive parental engagement.

SIMS Activities does not form part of the SIMS 2016 Summer Release.

For more information, please visit the SIMS Activities product page on the Capita SIMS website (<http://www.capita-sims.co.uk/>).

SIMS Core

New Features

Recording a Pupil's Country of Birth



Applicable to schools in England only

Focus | Pupil | Pupil Details

It is now possible to record a pupil's country of birth by navigating to the **Ethnic/Cultural** panel and selecting a country from the **Nations** browser, adjacent to the **Country of Birth** field. This information is required for the purposes of Statutory Returns.

Bulk Update of Pupil's Nationality and Country of Birth



Routines | Pupil | Bulk Update

For the purposes of maintaining an accurate Census, it is now possible to bulk update the **Nationality** and **Country of Birth** for a selected group of pupils by selecting the relevant option from the **Data Item** drop-down list.

Additional Information Displayed on a Leaver's Record



Focus | Pupil | Education History

The **House, Year Group, Reg Group, Boarding Status** and **Year Taught In** are now visible read-only fields on a leaver's record. It is also possible to report on this data.

Enhancements to WAV and BAV

The Web Address Validation and Bulk Address Validation databases have been updated to ensure that new, deleted and modified addresses are being verified and validated correctly.

Unique Property Reference Numbers (UPRNs) are also now displayed on the address record once WAV or BAV have been run.

It is now possible to revalidate an existing address when running a Web Address Validation or Bulk Address Validation to ensure that the UPRN is displayed.

Enhancements to User Defined Groups



Focus | Groups | User Defined Groups

The **Bulk Update End Dates** button has been added so that multiple group memberships can be set to end on a selected date.

It is now possible to view the **Total** and **Current** number of members in a group, and the **Latest membership** date in the **Maintain User Defined Groups** browser.

The **Selected Member** and **Selected Membership** fields have been added to the **Membership** panel.

The **Terminate selected membership(s) on effective date end**, **Extend selected membership(s) to effective date end** and **Extend membership(s) forever** options have been added to the **Action** drop-down list.

Addition of UPRN to Address Panels



Not applicable to schools in Northern Ireland

The read-only Unique Property Reference Number (**UPRN**) has been added to all personal addresses in **Address** panels throughout SIMS, and is displayed below the **Current Home Address Details** field once an address has been selected and validated.

This information is collected in the School Census.

Recording a Pupil's Proficiency in English



Applicable to Maintained schools in England only

Focus | Pupil | Pupil Details

The **Proficiency in English** table has been added to the **Ethnic/Cultural** panel. With the necessary permissions, it is possible to record, edit and delete details of a pupil's current and past proficiency in English.

Bulk Update of Pupil's Proficiency in English



Applicable to Maintained schools in England only

Routines | Pupil | Bulk Update

It is now possible to bulk update the **Proficiency in English** for a selected group of pupils by selecting the relevant option from the **Data Item** drop-down list.

This information is collected in the School Census.

Implementation of NC Years E1 and E2

Applicable to Primary Maintained schools in England only

NC Years E1 and E2 are now available in the Pastoral Structure and throughout SIMS.

Removal of Uniform Grant from the Pupil Details Page

Applicable to Primary and Special schools, and Education other than at school (EOTAS) in Northern Ireland only

Focus | Pupil | Pupil Details

The **Uniform Grant** field has been removed from the **Pupil Details** page and from CTFs because the information is no longer collected by DENI. However, this field remains in the Reporting Dictionary.

Fixes

This release includes fixes in the following areas:

- It is now possible to create a detention record that have the same **Location**, **Detention Type**, **Date**, **Start Time** and **End Time** as an existing record (via **Focus | Behaviour Management | Maintain Detentions**).
- An error no longer occurs when re-opening the **Customisation Options** page multiple times, while the original instance of the page remains open (via **Tools | Setups | User Options**).
- The **Withdrawal Reason** drop-down list on the **Application** page (via **Focus | Admission | Application**) now displays the withdrawal reasons in the same order as those defined on the **Lookup Type Details** page (via **Tools | Lookups | Maintain**).
- An asterisk (*) in addition to percent (%) can now be used as a wildcard when searching for user defined groups (via **Focus | Groups | User Defined Groups**).

SIMS Services Manager



The SIMS 2016 Summer Release does not include an update to SIMS Services Manager and it does not provide the facility to install the product.

If SSM is not currently installed, the latest version is available from *SIMS Release Download Links and Product Information* in the **Notifications** area on My Account (<https://myaccount.capita-cs.co.uk/Notifications/SIMS-Release-Download-Links/>).

The current version ensures compatibility between SIMS and SSM, as well as products that make use of SSM.

For customers that centrally host SSM, please refer to the most recent manual SSM update, which is available from *SIMS Release Download Links and Product Information* in the **Notifications** area on My Account (<https://myaccount.capita-cs.co.uk/Notifications/SIMS-Release-Download-Links/>).

Teacher app

SIMS Teacher app Compatibility

The SIMS Teacher app is guaranteed to support the previous two releases of SIMS, inclusive of any release it is shipped with.

The SIMS Teacher app Summer Release can be used alongside the following versions of SIMS:

- SIMS 2016 Summer Release (SIMS 7.170)
- SIMS 2016 Spring Release (SIMS 7.168).

Please note that the Teacher app does not form part of the SIMS 2016 Summer Release. For information on new features and enhancements, please refer to the **What's New** section of the SIMS Teacher app **Help Centre**, which is available by clicking the **Help Centre** button in the app.