

MIS NEWSLETTER



All things MIS from your local support unit!

The Team



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Welcome to the Autumn Term!

Hello,

The September rush is now behind us and we're well into the Autumn Term, so we're back with our termly newsletter!

Thank you to those who attended our census drop-ins. We hope you found the sessions useful. We will be running drop-ins for the Workforce Census too so please book onto these via our website.

The main focus this term will be on Pupil Census and Workforce Census.

As always, if you need help with anything MIS-related, please get in touch!

Cheryl, Lynda, Beth and Chris
One IT MIS Team

DATES FOR THE DIARY

Workforce Census Drop-Ins
Week beginning 16th October
2023

**Pupil Census Submission
Deadline**
1st November 2023

Workforce Census Day
2nd November 2023

SIMS Upgrades
30th October 2023 onwards

Workforce Census this year is on **Thursday 2nd November 2023**.

Deadline for submissions is on **Friday 1st December 2023**.

What if census day falls during our half term holiday?

Please don't worry if this is the case. You can complete your census as soon as is reasonably possible, as long as the DfE receive it by the deadline date and the information is based on a typical school day.

Numbers on the day (e.g. occasional teachers) should be based on a typical Thursday in school.

Please give us a call if you are unsure about anything.

Workforce Census Drop-Ins

Tuesday 17th October

AM (SIMS) - Full

PM (SIMS) - Full

Wednesday 18th October

AM (SIMS) - Full

PM (Bromcom/ScholarPack)

Thursday 19th October

AM (Arbor)

PM (Arbor)

AM Sessions run from 9.00am to 12.00pm and PM Sessions run from 1.00pm to 4.00pm

The SIMS sessions are now full but if you would like to attend, please contact us as we may still be able to accommodate you.

SIMS Upgrades

We will be completing SIMS upgrades from 30th October onwards. This will be done out of hours. If you would like to book a specific date for your upgrade, please either call us on **01642 635570** or email helpdesk@oneitss.org.uk

PowerBI

We have a few pre-configured PowerBI reports that we can share with schools. Please get in touch if you'd like more information on PowerBI and what it can do for you.

Website Drop-Ins

For those schools who are signed in to a Website Support SLA with One IT, we are running Website Drop-Ins again on **Thursday 23rd November 2023**.

AM session - 9:00am - 12:00pm

PM session - 1:00pm - 4:00pm

To book a place, please [click here](#).

One IT Website

Please don't forget we post a lot of information to our website to help you with things like Census and Statutory Assessments. If there's something that you'd like to see on there, please let us know!

www.oneitss.org.uk/mis

MIS Features Spotlight

Please see the information below relating to specific MIS systems.



Introduction to Reporting Webinar

Monday 16th October at 3pm

This session will focus on the in-built reports available and when to use the powerful Custom Report Writer. [Click here](#) to register.

What to do in Arbor if your school gets a ransomware attack

Cyber attacks are rare but can be hugely disruptive and so it's never a bad idea to be prepared. Read [this article](#) to learn how Arbor keeps your data safe and what to do if your school or trust is affected.



Bromcom Training Portal

Bromcom have a new training portal. Please click the links below for more information.

[How to Use the Bromcom Training Website](#)

[Bromcom Training Website](#)



September Updates

- We've added section navigation buttons to the Extended tab on student profiles, along with a Back to Top and Save button between each section.
- Updated our homepage to say we're part of Arbor Education.
- School Census is available.
- Use the **Member of the Senior Leadership Team** drop-down on the staff **Personal Details** page to record your SLT.

The SIMS logo is the word "SIMS" in a bold, black, sans-serif font, centered within a white square with a thin black border.

SIMS Next Gen

We can help you get started with SIMS Next Gen* so that you can take registers online instead of being tied to a PC or laptop during registration times.

If you'd like more information, please get in touch!

*Dependent on eligibility

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