



LUTTERWORTH HIGH SCHOOL

Where Learning Comes First

7th February 2019

Dear Parent/Carer

This letter explains how your child will complete their option choices this year and should be read alongside the Curriculum options booklet 2019.

Your child will complete their options using the SIMS-Options online platform. They have their own account and have had a trial run at school in the autumn term. Your child will login to the SIMS platform from the student page of the school website <https://lutterworthhigh.co.uk/student/> using their gmail credentials; they know this.

Students will make the option choices on this screen. There is full guidance about how to make their choices there and I have printed these separately for them.

The screenshot shows the SIMS-Options online platform interface. At the top, there are buttons for 'Save', 'Show Notes', and 'Hide Notes'. Below this, a summary states: 'You have chosen 6 of 6 courses and 2 of 2 reserves from this list'. The main area is a grid of course options, each with a 'Reserve' button. The courses are: Art and Design, Business, Creative iMedia, Design & Technology, French, Information Technologies (IT), Pe, Statistics, Biology, Chemistry, Dance, Extra Extra English and Maths, Geography, Music, Physics, Science (2), Enterprise and Marketing, Computer Science, Drama, Food Technology, History, Sports Studies, Re, and Spanish. On the right side, there is a section titled 'My Reserves in Order of Preference' (Total Reserves: 2). It contains a list of reserved courses: 1. Food Technology and 2. Computer Science. Below the list, there are instructions on how to change the order of preference and a note to click again to deselect or click another course to change preference.

The SIMS online platform will be open between Thursday 7th February 2019 and 12.00pm Thursday 7th March 2019 and students will be able to edit their choices throughout this four-week period. If students make changes to their options, they must remember to save them using the save icon at the top left hand side of the screen.

The last stage of the process is you reviewing and approving your child's choices. You have your own account for the SIMS Options online platform. There is a link to this on the parent zone of the school's website or you can use the link directly; <https://www.sims-options.co.uk/> or you may use the same link as your child.

Headteacher: Julian Kirby LL.B M.Ed

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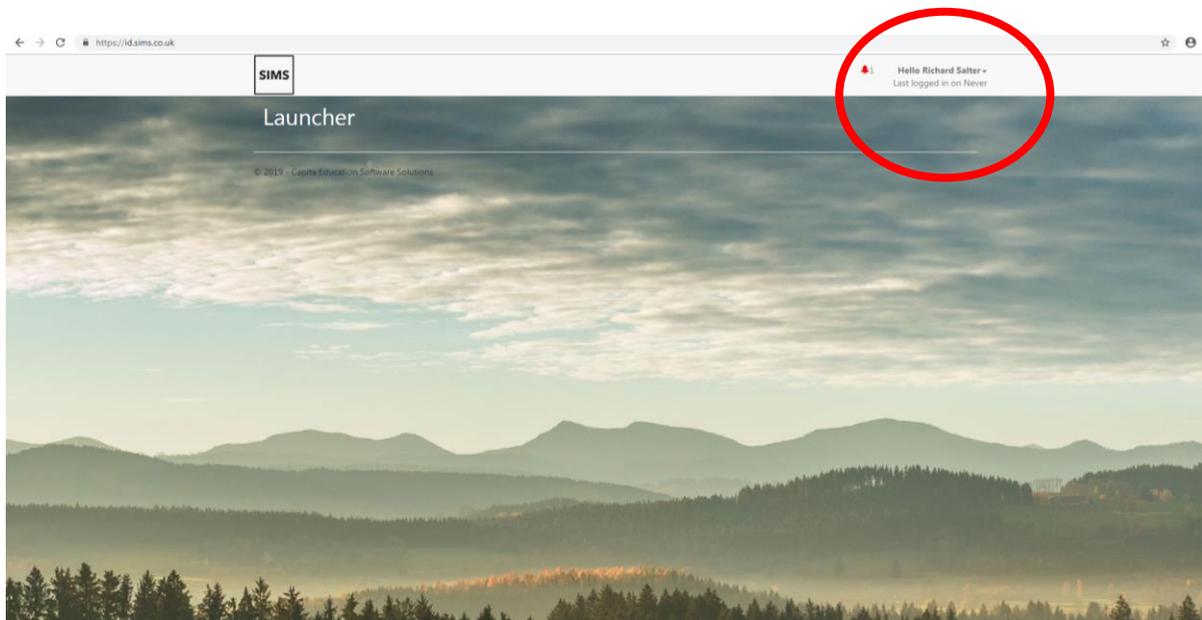




You should log in using the same credentials - username and password - that you used to access the SIMS Parent App. If you haven't yet signed up for the SIMS App or have any difficulty signing up for this please contact simsapp@lutterworthhigh.co.uk

There is a check box for you to approve the choices and space for you to leave any comments you wish us to read; please do this at the end of the process.

It is important to note that you are only able to edit the choices on your child's account and that if you are using a shared computer and are moving between the accounts you may have to logout of both the options screen and on the SIMS launcher. I have circled that in red.



Mr Wilson – Eservices Manager - will be available at the Options Evening to answer any questions that you may have.

If you need any advice about the options process then you should contact Olivia Robinson via email orobinson@lutterworthhigh.co.uk who will make an appointment for you with the appropriate member of staff.

Yours faithfully

R Salter

Richard Salter
Assistant Headteacher