SIMS & FMS Annual Entitlement Service

Contents

Service Overview and Benefits

SIMS in Local Authority maintained schools is licenced to Coventry City Council rather than individual schools. To use any part of the SIMS product suite Education Software Services (ESS), the software vendor require that all schools pay an 'Annual Entitlement' charge. This charge is based upon the number of pupils in school and covers your use of the SIMS system, but not support.

Annual Entitlement pays for the development of SIMS (i.e. new features, patches, and bug fixes). It is paid directly to ESS by Coventry City Council. This charge means that you can use SIMS legally and ensures that your school is entitled to upgrades and software patches provided by ESS.

Coventry City Council negotiates with the software vendor on behalf of maintained schools to get the best deal.

Service Description

The following is a description of the services provided as part of this service element.

The following licences are currently held by Coventry City Council which can be used in LA maintained schools:

- SIMS Core and Curriculum:
    - Admissions
    - Assessment Manager
    - Attendance
    - Behaviour Management,
    - Communications Log
    - GDPR Management
    - Interventions
    - Profiles (for Pupil/Student reports to parents)
    - Programme of study tracking

- o Progress
- o Pupil /Student Details
- o Pupil Teacher View
- o Reporting
- o SEN
- o Staff Data
- o Statutory Returns

- SIMS Resources including FMS

- SIMS Discover

Note:

- Some schools purchase additional licences for modules such as Dinner Money and Lesson Monitor through the Local Authority's agreement. Please contact us if you want to add any additional licences.

- For maintained schools moving to next generation SIMS, a contract change notice will need to be signed by Coventry City Council and there may be an additional charge for the new licences.

Conversion to Academy Status

As a Local Authority maintained school, you currently use the SIMS and FMS products under the terms of the local authority's licence agreement. SIMS in maintained schools is licenced to Coventry City Council rather than individual schools.

As an academy, the school becomes a separate legal entity and is no longer entitled to use SIMS (inc FMS, Discover, Solus etc) under the terms of the local authority's licence agreement. These are rules imposed by ESS, not Coventry City Council. This means that you will need to procure and pay for new licences for the software you are using. You will then be licenced by ESS for the SIMS products you require as a 'SIMS Direct School'. Most schools on conversion choose to retain the SIMS and FMS Support services.

Please contact ICT & Digital once you become aware that your school may be converting to academy status as we are able to offer more help and advice.

Purchase of Additional Licences

If you want to purchase additional SIMS licences for any products, please get in touch with ICT & Digital. We may be able to offer discounts.

Service Charges

The charges for the individual modules are set by ESS, each year, and passed directly onto schools. Charges are based upon the type of school, module, and number of pupils on roll (including part time pupils) as reported by your school in the school census.

There are typically two prices for modules, one for Primary Schools and one for Secondary Schools. Other establishments using SIMS, such as pupil referral units, nursery, middle-deemed primary, special and hospital schools, are treated as primary schools, whatever the age range of the pupils. Middle-deemed secondary schools are treated as secondary schools.

Charges are notified to schools via Coventry City Council's OnePlace portal as part of the annual SLA purchasing process.

Cancellation

Should you wish to cancel any licence, please get in touch with ICT & Digital.

Cancellation for individual modules must be given by 31st December to take effect from the following 1st April. Schools cancelling after 1st January will be required to pay any outstanding charges for the remainder of their licence.

Exclusions

The following exclusions apply:

Area	Item Excluded
Licences for non-maintained schools	▪ Fully excluded, schools should contact ESS Directly. Schools which are not maintained by Coventry City Council, are not able to use SIMS under the LA umbrella licence and therefore must be licensed directly by ESS as SIMS Direct Schools.

Supporting Services and Dependencies

The following services support the operation of this service:

Service	Description
Admin Server Support	Your admin server supports the running of your school's administration network, it holds your files, manages printing and contains your SIMS 7 databases (pupil database, solus upgrades database, FMS database and SIMS Discover). The Admin Server support service provides support for your admin server, its setup and configuration and operating system.
ICT Training and Events Service	Schools taking the SIMS support service are automatically entitled to the ICT Training and Events Service. Training is provided using a variety of different approaches such as face to face training, self-directed online training, trainer lead online training, webinars, workshops, and attendance at our ICT conference.
Safe Data Remote Backup Service	Your data is valuable and should be protected. That is why we provide access to a remote data backup service which will backup and protect your schools most important data such as your school generated files and SIMS and FMS databases. Data is backed up off site to a secure data centre providing protection against, loss, malicious damage, fire and flood.

Service	Description
SIMS 7 Support Service	SIMS 7, also known as SIMS .net is the desktop installed version of the SIMS Management Information System. The SIMS 7 support service provides software and user support, guidance, and advice on the use of the SIMS 7 product suite and its related modules. Including how schools can fulfil their statutory duties within the SIMS products in regard to elements such as School Census, School Workforce Census, End of Key Stage, Admissions, Data Management including GDPR/Data Protection.
SIMS Next Generation Support Service	SIMS Next Generation is the cloud version of the SIMS Management Information System. The SIMS Next Generation support service provides software and user support, guidance, and advice on the use of the SIMS Next Generation product suite and its related modules. Including how schools can fulfil their statutory duties within the SIMS products regarding elements such as School Census, School Workforce Census, End of Key Stage, Admissions, Data Management including GDPR/Data Protection.
SIMS FMS Support Service	The SIMS FMS (also known as Finance) service provides support, advice, and guidance in relation to the use of the SIMS Finance suite. This service provides software and user support, guidance, and advice on the use of the SIMS FMS product suite and its related modules. Including how schools can fulfil their statutory duties within the SIMS products such as End of Financial Year.
Workstation Support	For schools which take this service we will be able to provide the full range of support services, where faults relate to an individual workstation this includes troubleshooting any installation problems or problems with the SIMS .net client on that machine. Where workstation support is not purchased, we will be limited to deploying the SIMS client via Solus only. However, support for the SIMS system if installed correctly on a workstation is covered without workstation support.

Document Control

The table below shows the changes to this document.

Version	Date Released	Change Notice	Pages Affected	Remarks
1.0	April 2021	New Document	All	New document format.
1.1	January 2022	Updates for New SLA Year	All	• Updated references to Capita to ESS • Removed references to SIMS 8 and replaced with SIMS Next Generation