

# Training

SIMS training continues into term 2 and 3 with a number of courses being run by our experienced training team

Now we are into the new academic year, you could be moving towards particular periods where specific tasks might need to be carried out. For example planning and constructing your timetable for next year, the options process, looking to utilise the behaviour module or developing your reporting skills in order to give effective data to senior leaders or governors.

The Education Systems Team will be running training courses to help schools with new staff, staff that need refresher training or to help advance staff skills in using SIMS. Please see the list of courses and make sure you book early so that you confirm your place.

All bookings need to be done through <http://www.kentcpdonline.org.uk>.

Course title	Date	Who is it for?
<b>E472</b> Tracking Sports Premium Funding with SIMS interventions	5/11/19 14/11/19	Primary school sports co-ordinators and/or business managers SLT with responsibility for sports funding.
<b>E192</b> Recording attendance in SIMS (Primary (AM))	11/11/19	Attendance officer
<b>E445</b> Writing a timetable in NOVA T6	12/11/19 13/11/19 3/12/19 4/12/19	Timetablers Senior leaders Aspiring timetablers
<b>E260</b> SIMS.net SEN	13/11/19	SENCo Assistant SENCo
<b>E382</b> SIMS Attendance monitoring	14/11/19	Attendance officers
<b>E256</b> SIMS core - Managing student records	20/11/19	Office managers Admin officers
<b>E411</b> SIMS discover - Getting started	21/11/19	Data managers Attendance officers SIMS administrators
<b>S316</b> SIMS user forum - SEN focus	27/11/19	SENCo Assistant SENCo
<b>E490</b> SIMS and Power BI	28/11/19	Data managers IT staff SIMS administrators
<b>E287</b> SIMS maintaining staff records in personnel	5/12/19	HR officer
<b>E257</b> SIMS.net - Advanced reporting	9/12/19	Office managers Admin staff Data managers
<b>E488</b> Options online (AM)	12/12/19	Timetabler SLT with responsibility for options
<b>E288</b> SIMS.net Basic reporting	21/1/20	Admin staff