

**HOLY TRINITY ACADEMY  
HEADTEACHER  
Mr Angus Neal**



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Our Ref: SLG/PL

Dear Parent/Carer(s)

I am writing to inform you of the exciting development that allows parents and carers secure remote access to important information about their child via an online website. This service is designed for use by all parents and carers.

As the parent/carer of a student from Holy Trinity Academy you can log into the behaviour and achievement points on the 'SIMS Learning Gateway' website and access information which includes 'live' attendance data, contact details, assessment data, medical consent forms and current information on Holy Trinity Academy.

All assessment data usually posted, will now be available on the Sims Learning Gateway. Should you wish for reports and assessment data to be posted home, please make a request via the school office.

The system is only accessible by entering a username and password which is unique to each parent/carer and you can only view your own child/children. Please note that we only create log in details for those who have parental responsibility and who request an account. An application can be made by a parent who is the Primary Contact (i.e. has residence and day-to-day care) and/or by a parent who lives at a separate address to his or her child but who has parental responsibility for them.

All accounts are created on a request basis, if you would like to have an account please fill in the reply slip attached, ensuring that all the requested information is completed in order to avoid any delays. If you have more than one child at the Academy only return one slip, as only one account is needed (but please do ensure that you list all of your children on the slip). These slips should be returned to Mrs Lawton in the main office, as soon as possible.

Once in receipt of the slips, the usernames and initial password will be issued in due course, with them being emailed to you using the email address given on the reply slip attached to this letter. An active email address is required in order for a SIMS Learning Gateway Account to be created but please let us know on the reply slip if you require your username/password to be posted. Guidance on the use of the website will also be provided.

I trust you will find the Learning Gateway a useful tool. If you have any queries about the service please contact either myself or Mrs Lawton, using the main Academy contact number 01952 386100. Queries can also be emailed to [holytrinity@taw.org.uk](mailto:holytrinity@taw.org.uk).

Yours sincerely

Mrs A Welsh



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SHREWSBURY**



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