

Welcome to the Suffolk County Council Schools IT Newsletter.

A range of the services we offer can be found on our new website, which can be visited by clicking on the following link:

<https://www.suffolk.gov.uk/business/it-services-for-schools-and-academies>

**CAPITA**

**SIMS**

SIMS news and  
updates

## Autumn census

Thursday 1<sup>st</sup> October was census day, thank you to all those who have managed to complete and upload your returns on time. If you haven't yet completed and uploaded the return to the secure access website, please can you get this done asap. The SIMS Support team do have a data cleansing exercise to undertake for LA maintained schools after the census is complete to ensure your data is correct. The sooner your returns are available within the secure access website, the sooner we can get this work completed.

If you need any further assistance with your census return, unfortunately the census line is now closed, but you can still contact the team via the IT Service Desk on 01473 265555.

### **Important notice for academies**

The LA will only have sight of issues where there is a clash between yourself and an LA maintained school. You will need to run your own reports within the secure access website to check for clashes with other schools and academies, you can do this by clicking Launch Reports and running the 'same person different UPN' and 'same UPN' reports.

## Schools with Post-16

On the DfE website there are interactive tools to support the return of accurate post 16 data to help avoidance of "missing out" on funding.

The dates of the documents look old, but they were last updated July 2020.  
<https://www.gov.uk/government/publications/interactive-post-16-school-census-tool>

## Workforce census

Workforce census date is Thursday 5<sup>th</sup> November. The team are doing an overview via Microsoft Teams on Thursday 15<sup>th</sup> October, 09:30-12:00. This is free of charge to all LA maintained schools, and academies who buy into our SIMS services. Please book via [CPD Online](#)

If you are unable to attend this training, please keep an eye on the FAQ section of our webpages for guidance.

<https://www.suffolk.gov.uk/business/it-services-for-schools-and-academies/schools-information-management-system/#faqs>

The census helpline will be open the week of the workforce census, details to follow in next months news letter.

## Ransomware advice

There has been evidence of a rise in targeted ransomware attacks against the UK education sector by cyber criminals. Some of these attacks have made the mainstream news. Suffolk County Council IT service have put together this advice document to give you the relevant ransomware advice you will need to help protect your school or academy from attacks.

Further information and advice can be found on our webpages via <https://www.suffolk.gov.uk/business/it-services-for-schools-and-academies/ransomware-advice-for-academia/>

## SCC partnership working

We are working with our partners to bring you up to date information and webinars that would be of benefit to our schools and academies.

Don't forget to sign up to some of the webinars taking place this month.

Thursday 8<sup>th</sup> October at 10:30am – Capita SIMS webinar for **parental engagement and parent app lite** – Register [here](#)

Tuesday 20<sup>th</sup> October at 10:30am – Capita **SIMS assessment and programmes of study introduction** – Register [here](#)

Thursday 22<sup>nd</sup> October at 2pm – Redstor demo on the **latest features and see how our RBUSS backup solution can benefit your school** – Register [here](#)



## How to contact us

You should continue to raise all standard incidents and service requests via the IT Service Desk on 01473 265555 or via [itservicedesk@suffolk.gov.uk](mailto:itservicedesk@suffolk.gov.uk), our offices are open 08:30-17:00, Monday-Friday.

We have setup a new mailbox for non-standard queries, e.g. enquiring about a new service, please email us at [Schoolsitservices@suffolk.gov.uk](mailto:Schoolsitservices@suffolk.gov.uk)

If you require a new schools mailbox or an amendment to an existing mailbox please complete the online form via <https://www.suffolk.gov.uk/business/it-services-for-schools-and-academies/request-a-school-mailbox-account/>



## Schools IT Pricelist and Order Form

Local Authority (LA) maintained schools who buy into the Enhanced SIMS Service can order hardware from our IT procurement team. Please see our October pricelist and order form and questionnaire.



Schools Pricelist -  
October 2020.docx



Schools Order Form  
and Questionnaire - N