



IMS Team



Cornwall Council IMS Accredited team offer a wide range Of **training** courses and expert consultancy options specifically designed to help you use **SIMS** to drive whole school improvement.

School Census - Primary

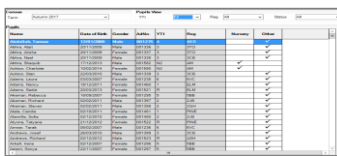
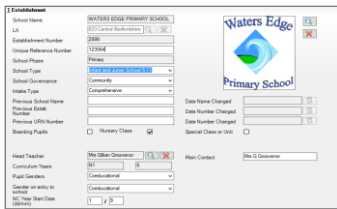
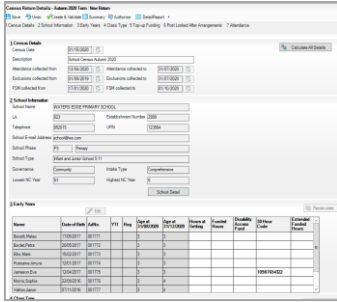
Who is it for?

Anyone with responsibility for producing the school census. It has been timed to enable you to go straight back into your school and prepare for and produce the next Census.

It may also appeal to those who want to refresh or update their knowledge. This is a very practical course and will involve lots of discussion

The course will cover:

- where to find the latest information
- importing the latest fileset
- access rights / permissions
- starting a census return
- creating and validating a return
- common errors and how to resolve them, including bulk update and using statutory return tools
- authorising a return
- printing summary and detailed reports
- uploading to AnyComms



This is a Half Day Basic Course:

SLA Members

£55 per person

Non SLA Members

£82.50 per person

Numbers are limited to 10, so early booking is advised.

If the dates are not convenient we also offer bespoke courses that can be held at your school or academy and are tailored to your individual needs.

For further training events, please visit our website: www.cornwall.gov.uk/ims or call: 01872 323263

IMS SIMS Support

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