


IMPORTANT NOTICE – OPTIONS ONLINE

To: Year 9 Parents

Thank you for your time and patience in registering with the Options Online Service. We have been informed by SIMS Capita that Parent/Carer permissions are read access and **limited** write access; this is beyond our control. SIMS Capita have informed us that:

Parent/Carer login for Options Online has read only access to their student choices, however they are able to tick the Parent/Carer Approval tick box if they accept their child/children's option choices. Parent/Carer also has the ability to add any notes they wish to submit to the school with the approval of the choices.

All Year 9 students will receive an email invite to the Options Online Service. They will need to join, simply by “clicking the link”; they must select the Microsoft  button and enter their school email address and password (they use this in ICT regularly, their 365 Microsoft account); confirm their date of birth in this format dd/mm/yyyy; select verify; then they will need to copy the code from the original email and paste into the register screen and then select register.

They must only use their Penryn College email address to register, and once registered they will have read and write access, enabling them to make their choices.

We apologise for any confusion and ask that you support your child in making their choices

Please also note that as soon as a parent ticks the approval box, the child's online page will be restricted to read access only, by student and parent. If further changes are required please contact the school to ask for the restriction to be lifted.