



Tuesday 10<sup>th</sup> March 2026

Dear Parent/Carer,

In preparation for selecting GCSE options subjects, login details for SIMS Options Online, the portal that students will use to select their options, will be sent to parents and carers today. You should receive an email from **noreply@sims.co.uk**, containing an invitation link and an activation code. To access the portal, you must click the link provided in the email, as this is the only way to reach the correct website. It cannot be accessed through internet search engines or any other method.

You will need to create an account in SIMS Options Online using the link sent to you via email. Be sure to select the 'External' account button at the bottom of the page, then log in with your email address following the instructions.

Students will select their option subjects in school on Tuesday 17<sup>th</sup> March using the SIMS Options Online portal. Staff from our IT Department will also be available to support students if necessary during this time.

Once students have selected their options, parental/carers approval is required. To do this, you will need to log in with your account details, check the 'Parental Approval' box to indicate that you are satisfied with your child's choices, and then submit the form. The deadline for approving options choices is Friday 20<sup>th</sup> March.

We have provided a step-by-step video to support with this process [https://youtu.be/LbJ\\_vkNuKaQ](https://youtu.be/LbJ_vkNuKaQ) which I would strongly recommend you view to avoid any issues and potential delays in the submission of options choices. You can also access the Options Booklet using this link <https://cgss.co/9options>.

If you have any questions or encounter any issues, please email **options@coxgreen.com** and include your child's name and tutor group in the email subject line.

Yours sincerely,

Miss K Gratton  
Assistant Headteacher