



Scan school documents to SIMS


Want to save time filing school paperwork?


SBS are proud to introduce Brother's Direct Scan Solution for users of Capita SIMS software - the quickest way to scan, store and access school paperwork.

Easy process:

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Simply log in, select pupils and data criteria
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Follow the prompts on the scanner to record each pupil document
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Each document is filed seamlessly into SIMS database
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Piles of paperwork are stored accurately, securely and easy to access



Ideal for scanning:

- Consent forms
- Letters
- Holiday requests
- Medical notes
- SEN statements and reviews
- Attendance records



Contact us today for more information

UK | ☎ 0345 222 1551 • Option 7 ✉ admin@schoolbusinessservices.co.uk
International | ☎ +971 4 319 7659 ✉ uae@schoolbusinessservices.co.uk
www.schoolbusinessservices.co.uk

Benefits of Scan to SIMS

- + Improve efficiency with quicker scanning, fewer errors and easier document search
- + Reduce the time staff spend on administrative paperwork, allowing them to spend more time on other more important tasks
- + Easier to comply with national pupil safeguarding and data protection laws
- + Increase available space by reducing the need for filing cabinets in schools and classrooms
- + Protect school records from theft, water and fire damage
- + Drive down school carbon footprint with paperless filing

User-friendly interface to find pupil records easily



“The office here keeps a busy school running, responding to all sorts of requests from parents and teachers. The new scan to SIMS system makes a time-consuming process quick and easy, freeing up time to focus on more pressing priorities.”

Jane Walter | Office Administrator | St. Paul's C. of E. Primary School



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