



**Solihull**  
METROPOLITAN  
BOROUGH COUNCIL

To: Headteachers  
Reception, Year 1 and Year 2 classes

**CHILDREN'S SERVICES AND SKILLS**

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Your Ref.

Please ask for: Jayne Draper

Our Ref. JD/kes

Date: 8 December 2017

Dear Colleagues

For a number of years, schools within the CLLD network have been taking part in a phonics data collection on a termly basis for Reception year through to year 2. We are continuing to offer this collection to schools, but would like to offer the opportunity to all schools rather than those just within the network.

We have setup a new collection process within SIMS where the phonics phase for each child is recorded for each term, and this data is submitted to the Data and Performance Team. Analysis will be provided back to schools early in the spring term, but in time, we hope to create analyses within SIMS that you can run immediately after data entry has been completed.

Having this data recorded in SIMS also means it is available to pull through onto other marksheets which might be useful (such as tracker marksheets).

All schools within the CLLD network have had the relevant templates uploaded into SIMS and notes of guidance will be made available early next week.

If you are not in the CLLD network but are interested in being part of this collection, please log a helpdesk call to ICT Help Desk (Email: [helpdesk@solihull.gov.uk](mailto:helpdesk@solihull.gov.uk) Tel: 0121 704 6246) and quote "EIMS" and they will set this up for you.

Yours sincerely

**Jayne Draper**

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