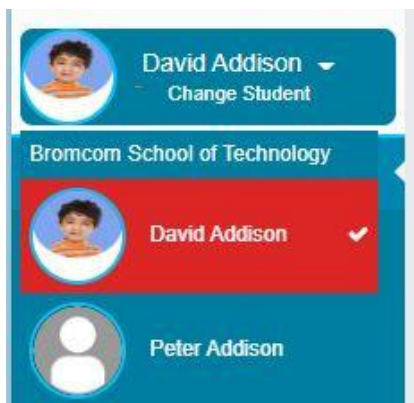
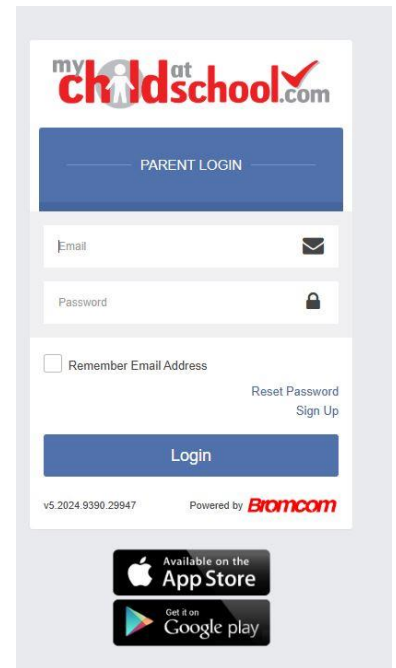


# Parents' Guide to using the My Child at School (MCAS) App

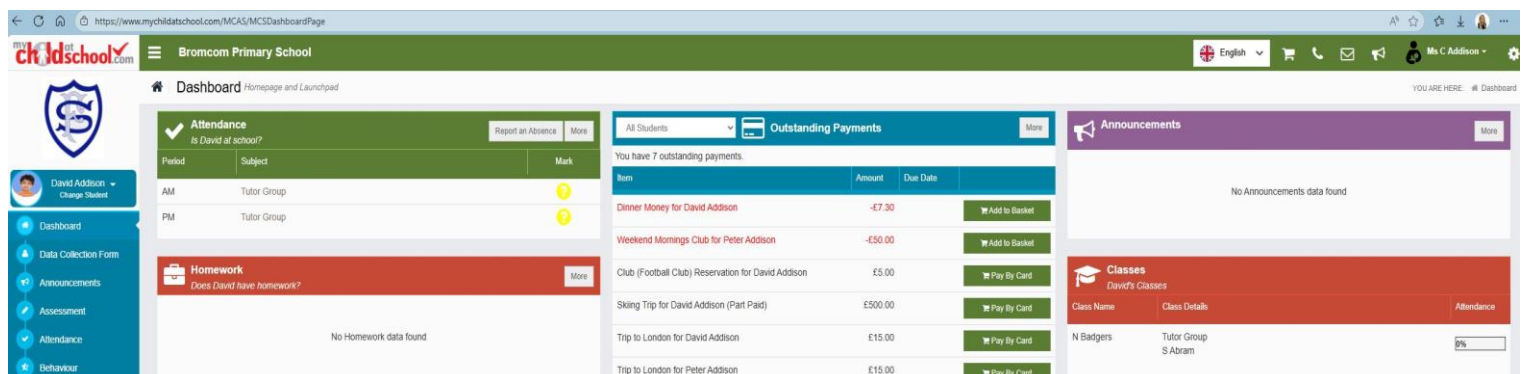
## SETTING UP YOUR ACCOUNT

- Use the instructions on the letter overleaf to set up your MCAS account. You will need to be invited to join MCAS and must use the link in the invitation email sent to you.
- The link expires after 24 hours. If you have not had time to use the link and it has expired, please contact the School Office so we can resend the link to you.
- Please ensure you choose **'yes'** when asked if you would like to receive push notifications: this means you will be notified when we send you a message even if you are not using the app at that moment!
- Once all set up, download the My Child at School app.
- Use your login details that you have set up to login to your MCAS account.
- If you have any queries about any of the above, contact the School Office on 01227 464956.



## USING THE MCAS APP

- Once you have logged in, you will be taken to the main dashboard.
- To the left hand side you will see your child's name and a navigation bar listing different things you can view on the MCAS app.
- If you have more than one child, you can use the drop-down button to select another child: this will take you to their dashboard instead.
- From here, you can view any announcements and messages we have sent you, view your contact details and see your child's attendance.



Period	Subject	Mark
AM	Tutor Group	?
PM	Tutor Group	?

Item	Amount	Due Date
Dinner Money for David Addison	-£7.30	
Weekend Mornings Club for Peter Addison	-£50.00	
Club (Football Club) Reservation for David Addison	£5.00	
Skiing Trip for David Addison (Part Paid)	£500.00	
Trip to London for David Addison	£15.00	
Trip to London for Peter Addison	£15.00	

Class Name	Class Details	Attendance
N Badgers	Tutor Group	
S Abriam		