



WHITMORE PARK PRIMARY SCHOOL

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12th September 2023

Dear Parent/Carer

Moving from School Comms to My Child at School (MCAS)

Following on from our letter sent out dated 7th July regarding the launch of a new Parent Portal/App "My Child at School", which has replaced the School Comms/Gateway Parent Portal (previously used).

Some of the features of the MCAS Parent Portal/App will enable parents and carers to communicate with the school, manage payments for school dinners, clubs and trips, purchase uniform, update their child's information and select their child's school meal.

There are lots of additional features available within the app, which we will begin to roll out gradually once everyone has had a chance to get used to using it.

We are now ready to launch the MCAS portal.

Parents/carers will need to follow the information below to download and access the app:

Please click on this link or copy and paste into your browser:

<https://www.mychildatschool.com/MCAS/MCSParentLogin>

This will take you to the log on screen below:

The screenshot shows the 'my child at school.com' logo at the top. Below it is a blue button labeled 'PARENT LOGIN'. Underneath are two input fields: 'Email' with an envelope icon and 'Password' with a lock icon. There is a checkbox for 'Remember Email Address' and a 'Reset Password' link. A large blue 'Login' button is at the bottom. At the very bottom, it says 'v5.2023.8651.27453' and 'Powered by Bromcom'.

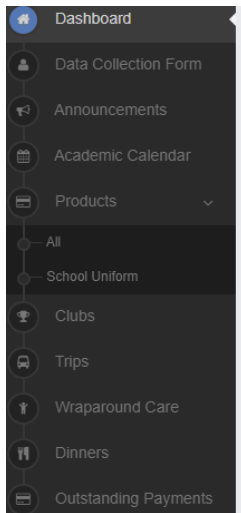
Please enter your email address which you have provided to the school and click on 'reset



password'. This will generate a password for you to access the portal.

We are in the process of setting up various features and will be adding more features shortly.

The features available are on the Dashboard at the left-hand side of the screen once you log in to your child's account on the portal and looks like this:



The current features available are:

School Uniform – Click into 'products' then select 'school uniform'. This takes you to the online shop where you can order and pay for school uniform.

School Clubs – This feature will go live at 8am tomorrow, on Thursday 13th September (further information will be included in a separate letter and sent out tomorrow, along with details of how to do this).

Trips – These will be available to book, give consent and pay for by clicking on 'Trips' once these have been set up.

School Dinners (pay) – Parents can pay for school dinners by clicking into 'dinners'.

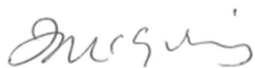
We will be launching the features below shortly and further information will follow:

School Dinners (view and choose a school dinner for your child) – This feature is still in the process of being set up. In the meantime, your child can choose a school meal during registration time.

Parent/School Communication – Going forward, this will be done through the MCAS app. and we will no longer be using School Comms.

If you have any problems accessing the MCAS App, please contact the School Office.

Yours sincerely



Mrs J. McGibney
Headteacher