

**September 2022**

Dear Parent/Carer

**Re: Bromcom - My Child At School App**

As you are aware, we were using a parent app called School Gateway.

However, we are now using a new parent app called **My Child At School** (MCAS) which fits with our new school information system. The parent app will become our preferred method of communication with you, using app notifications.

**What is MCAS?**

MyChildAtSchool (MCAS) is a portal that can enable parents to view their child's academic performance in real-time via a web browser or mobile app. This facility allows exclusive access to key academic dates, attendance information and the personal details the academy holds for you and your child. The academy may use some or all of the following modules currently and in the future, which are available in MCAS:

- Notifications
- Pupil details check
- Attendance
- Parent consents
- Parents evening booking
- Clubs and trips
- Dinner money
- Online payments
- Behaviour
- Reports

**Downloading the app and logging in**

We are encouraging you all to take the time to install the app as app notifications will be our preferred method of communication with you.

The app is available through the Google Store or Apple Store, just search for **My Child At School app by Bromcom Computers Plc.**

Next week, the academy will send you an invitation email that contains the details you need to register and log in. This invitation will go to the email address you have provided to the academy. Instructions on how to complete this progress are attached below.

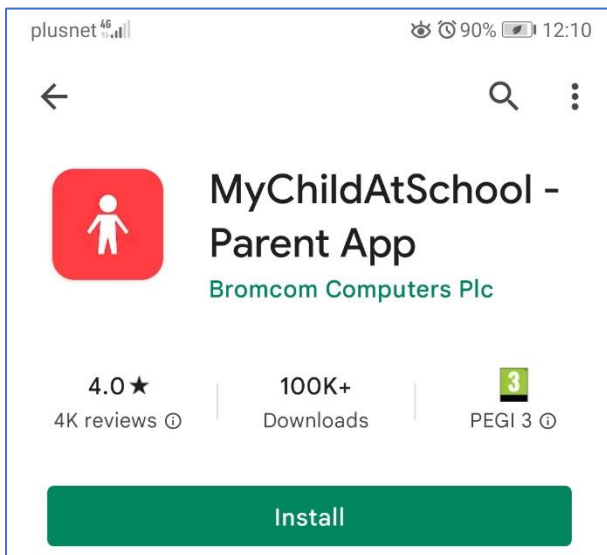
If you don't get this email, contact the academy on 01652 294511 to check the email address we hold for you.

Regards

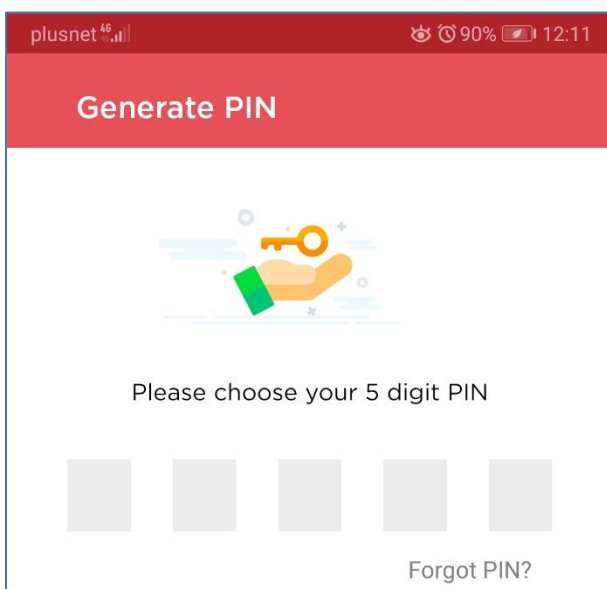
A handwritten signature in black ink, appearing to read "Andrew Collins".

**Mr Andrew Collins**  
**Associate Principal**

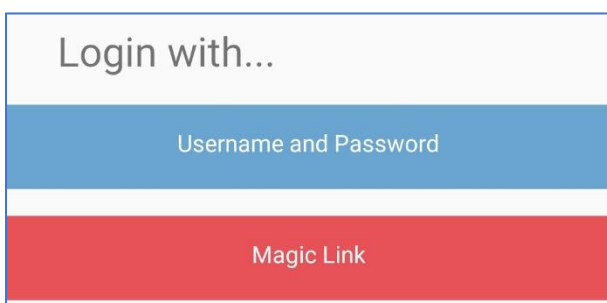
## Step 1: Download the app



## Step 2: Open the app and create a PIN




## Step 3: Select Login with Username and Password



## Step 4: Click on Redeem Invitation Code

plusnet 4G 89% 12:11

< Add Account



School ID

Username

Password

Forgot Password?


Redeem Invitation Code?

Add

## Step 5: Enter the details from your invitation email

plusnet 4G 87% 12:22

< Redeem Your Invitation Code



School ID

Username

Invitation Code

Redeem Code