Hawthorn Community Primary School

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2nd February 2024

Dear Parent/Carers

MCAS (MY CHILD AT SCHOOL) APP

As we approach half term we are writing to you with information about the new parent App (MCAS) that we will be using from **Monday 26th February**.

We are asking all parents to sign up to the MCAS App, (MyChildAtSchool), from **Monday 5th February** and we will use it alongside Teachers2Parents for the last 2 weeks of term to give parents/carers a chance to login, explore its capabilities and book your children into Out of Schools Club and other events which will be taking place in school from 26th February. This will also give us time to iron out any issues you may have in readiness for Go Live on 26th February. On Monday 5th February the school office will send out invites via email to enable you to logon, please look out for this communication (if you do not see it please check your junk mail box).

Please see below for a guide on how to access the MCAS App via your mobile phone or via web browser on a computer:

Once you have signed up to the **MCAS App** you will be able to**:**

1. Book into Out of Schools Club for dates from 26th February (Breakfast Club, After School Club and Holiday Playscheme)
2. Register your child for sports clubs
3. Sign up, give consent and pay for school trips etc
4. Send and receive messages from the school office; letters to parents and other important information
5. Donate for Mufti Days and Friends of Hawthorn events
6. Update your child's contact details
7. Update your permissions (at a later date)

Please note that ordering and paying for school lunches will continue on SchoolMoney until further notice.

IMPORTANT – ENABLE NOTIFICATIONS

The MCAS App will send you a notification when there is a message or information posted on MCAS. Therefore please ensure that you **enable notifications** from the settings on your device so that you don't miss anything.

We hope that it will be a smooth transition for everyone. If you do experience any problems signing up or with the MCAS App, please contact the school office where we will be able to help you.

Yours sincerely

Emma Jacox

Head Teacher

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Everything in **one** place to support your child**.**

Download the app today**.**

I have two children and can use the app to see how they are getting on in school. I can also manage my finances between the school using the app. One area I really like is the clubs and trips section. I can choose clubs for my child and provide permission and pay electronically! Such a life saver when you are a busy parent!'

Parent Quote

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 mobile app. This facility allows exclusive access to **key academic dates, attendance information** and the personal details the school holds for you and your child. Your school may have launched some or all of the following modules which are available in MCAS:

Assessment	Dinner Money	Online payments	Reports
Attendance	Clubs / Trips	Parents Consents	Pupil Details
Behaviour	Homework	Parents Evening	Timetable

Access key information on your mobile device.

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Step 1: Download the app.

Step 2: Allow notifications.

Step 3: Choose a memorable pin.
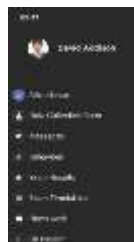
Step 4: Select Redeem Invitation Code.

Step 5: Add the required information using the email sent to you by school and press Redeem Code.

Step 6: Add the required information and press Save Account Details. You will now be logged into your account.

Step 7: Clicking on the 3 bars provides a side menu to navigate to the different areas of the parent portal.

Step 8: The information displayed in the menu is managed by the school.

Access key information from your web browser.

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Step 1: Search for MyChildAtSchool Login page.

Step 2: Select Redeem Invitation Code.

Step 3: Add the required information using the email sent to you by school .

Step 4: Select Redeem Code.

Step 5: Add the required information Click Save Account Details.

Step 6: Log into your MyChildAtSchool Account.

Step 7: Login to your email and validate your email address.

Step 8: Go back to MyChildAtSchool and log into your account to complete the process.