CHURCHILL C.E. PRIMARY SCHOOL
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Dear Parents/Carers

MyChildAtSchool (MCAS) – a simple way to interact with school

As I mentioned in the last newsletter, over the last year the school has moved to a more efficient data management system – Bromcom. One of the many useful functionalities it has to offer is MyChildAtSchool (MCAS) portal for parents.

MCAS is an online portal that enables parents to view information about their child, receive school messages and complete essential forms / documents via any modern web browser e.g. Edge, Firefox, Chrome, Safari etc., and for today's busy parents, an app (for android or iso) which offers the same features. It will also enable parents to update addresses, telephone numbers and contacts.

We would like to start off by using MCAS for booking our next parents' evening appointments, taking place after half term. Please see the attached Parent Guide which will help you download the app.

- To begin with you will receive an email from Bromcom and Churchill Primary School advising you that a request to set up you MCAS account has been received. This will be sent at approximately 7:30 am on the 19th October.
- There will be a link in the email you which you will need to create your account. It is a straightforward process during which you will be asked to set up a password and a PIN. It is essential that you use the email address that you received the message.
- The link is **ONLY ACTIVE FOR 24 HOURS –** so please make sure you action promptly.
- The notifications will only be sent to the pupil contacts on our system marked as 'Priority 1' who have parental responsibility.
- If you do not receive the link and you would like to access MCAS, please contact the school so we can set up for you manually.

Please do download the MCAS app (as pictured) it is very user friendly and easy to use.

If you have any questions, please do not hesitate to contact the school office.

Regards
Churchill Primary School