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Dear Families

Welcome back for the Summer term. We hope you had a restful break.

We are pleased to let you know that we are now ready to begin rolling out the **My Child At School (MCAS)** app, starting this week.

You will shortly receive an email invitation containing a link to generate your password for MCAS. This email will come from the MCAS system, so please keep an eye on your inbox (and check your junk/spam folder just in case). Once you receive the email, simply follow the link to set up your password and log in for the first time.

What is MCAS?

My Child At School is a secure, easy-to-use app that allows you to stay informed and involved in your child's school life. Over time, you'll be able to use MCAS to:

- View attendance and academic information
- Book and pay for 'wraparound' care
- See school announcements and communications
- Make payments (e.g. dinner money, trips, clubs)
- Update contact information
- And much more as we enable additional features

What's available now?

To begin with, we are limiting some functionality of the app while both parents and staff get used to the new system. This phased approach will help us ensure a smooth transition and provide any support needed along the way.

From the start, you'll be able to make dinner money payments through MCAS, as all existing balances have already been transferred across. You'll also be able to settle any outstanding payments from the School Gateway app—except for Breakfast Club—as these have also been moved to MCAS and can be accessed in the 'Store', which is found on the bottom banner of the app or if you are using the web browser, click 'Online Payment' on the menu on the left-hand side of the page.

To avoid any confusion from using two different apps, we've now removed all payment requests from the School Gateway app.

We're working to enable Breakfast Club payments on MCAS as soon as possible. In the meantime, we can only accept cash payments for Breakfast Club and apologise for any inconvenience this may cause.

We are committed to delivering education of the highest quality that supports and challenges all pupils to learn and progress in a secure and happy environment.



To help you get started, a user guide will be emailed to you this week, walking you through the login process, dashboard layout, and how to make payments.

We will let you know whenever new features are added or any changes are made to the system. Notifications will be sent out in the coming weeks as we gradually introduce more functionality, such as editing your own details and communication features.

Getting Started

1. **Check your email** for the MCAS invitation to set up your password.
2. **Download the MCAS app** from your device's app store, or access it via a web browser.
3. **Log in** with your email and the newly created password.
4. **Explore** the available features and make payments as needed.

If you have any trouble accessing the system or have questions once you're logged in, please don't hesitate to contact the school office for support.

Thank you for your continued support as we work to improve our communication and the services we offer to families. We're excited about the possibilities that MCAS brings, and we appreciate your patience as we take this step together.

With warm wishes,

The Office Team