

Principal: Mr D McGilloway

Broadoak Academy, Windwhistle Road,
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Dear Parents & Carers

My Child at School (MCAS)

During this week we are launching the parental App linked to our Bromcom system called 'My Child At School' known as MCAS. Our new Y7 students and families have already started using this app during their admission process.

Using the app will inform you of a wide range of information about your child's progress at school including:

1. Communication and information notices from the school
2. Attendance
3. Behaviour
4. Timetable
5. Independent Study (Homework)
6. You will also be able to update your contact details

The MCAS app is fully integrated and allows us to streamline our systems, meaning that we are no longer using the following apps:

- Classcharts
- Show my Homework

At the bottom of this letter are instructions on how to sign up to the app. We have also included the link below to a video to help you: [Click here for the Guidance Video](#)

IMPORTANT NOTICE:

All home school communication about attendance, behaviour, assessment and progress will be shared via this app. Please take the time to install the app to your device as this will be our way to get in touch with you across the academic year. It would be fantastic if you could try to get signed up before the start of school on Wednesday 3rd September. Thank you.



Working in partnership with



Rolls-Royce


Broadoak Academy is part of the Cabot Learning Federation, a company limited by guarantee.
Registered office: Federation House, Brook Road, Kingswood, Bristol BS15 4JT.
Company registration no: 06207590.

*Maximising students'
abilities, ambitions
and academic potential*

If you experience any technical issues while signing up, please email parents@broadoakacademy.clf.uk using the subject line **MCAS** and one of our team will be in touch to support.

Please state your name, child's name and the email address you use to access MCAS within the email.

Kind Regards,

A handwritten signature in black ink, appearing to read 'D. McGilloway', written in a cursive style.

Danny McGilloway
Principal, Broadoak Academy

How to Self Sign Up for parents

Parents can access the Parent Login screen in two ways:

1. Via the website
<https://www.mychildatschool.com/MCAS/MCSParentSignUp> , this will open the Parent Login screen.
2. Download the MyChildAtSchool mobile phone app, this will open the Parent Login screen.
 - For Ios Users:
<https://apps.apple.com/gb/app/mychildatschool/id1394575255>
 - For Android Users:

https://play.google.com/store/apps/details?id=com.bromcom.mcas&hl=en_GB&pli=1

Once in the Parent Login screen parents should follow these steps: Click on the Sign Up link in the Parent Login screen.

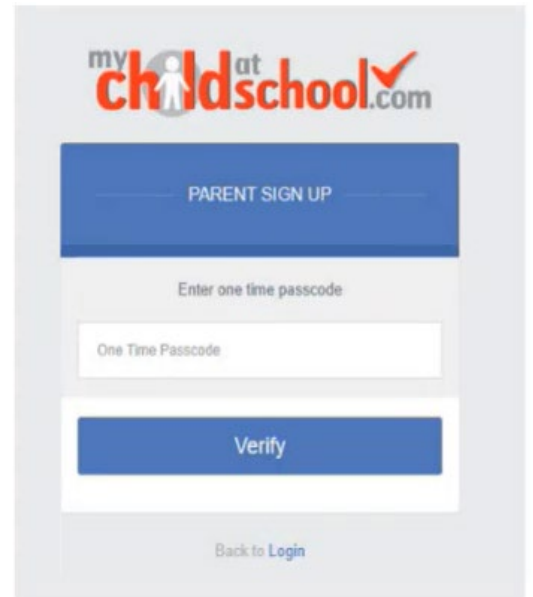
- Enter the school's Postcode **BS23 4NP** or School ID **14279**
- Select the school from the list in the dropdown.
- Click Continue.
- Enter the registered email address.
- Click Sign Up.

Parents will see the message *'To complete your registration, we have sent an email to the email address you provided. Please access your email and follow the steps to create your password'*.

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 labeled 'Remember Email Address'. To the right of the checkbox are links for 'Reset Password' and 'Sign Up'. A blue button labeled 'Login' is at the bottom. The footer contains the text 'v5.2023.8689.19943' and 'Powered by Bromcom'.

Parents will receive an email from **MyChildAtSchool** with a link to a **one time passcode**.

- Click on the **link** for the one time passcode.
- Enter the one time passcode.
- Click **Verify**.

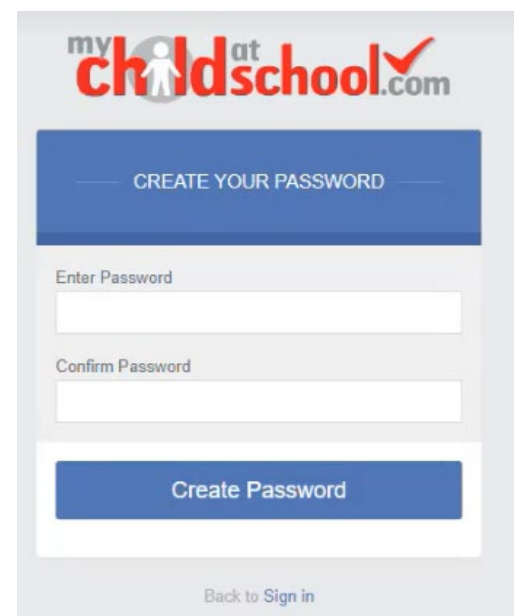


The screenshot shows the 'my child at school.com' logo at the top. Below it is a blue button labeled 'PARENT SIGN UP'. Underneath is the text 'Enter one time passcode' followed by a text input field labeled 'One Time Passcode'. Below the input field is a blue button labeled 'Verify'. At the bottom of the form is a link labeled 'Back to Login'.

As soon as the **one time passcode** has been verified, parents will be prompted to enter a **password**.

- **Enter Password.**
- **Confirm Password.**
- Click **Create Password**.

Once the password has been created, parents can login from within the web browser and type www.mychildatschool.com, or access the **MyChildAtSchool** mobile phone app, this will open the **Parent Login** screen.



The screenshot shows the 'my child at school.com' logo at the top. Below it is a blue button labeled 'CREATE YOUR PASSWORD'. Underneath is the text 'Enter Password' followed by a text input field. Below that is the text 'Confirm Password' followed by another text input field. Below the input fields is a blue button labeled 'Create Password'. At the bottom of the form is a link labeled 'Back to Sign in'.