New Accounts

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MCAS Dashboard

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Announcements

Your MCAS Account

MyChildAtSchool [MCAS] is a portal enabling parents to view their child's academic performance in real-time via a web browser. This facility allows exclusive access to the child's Attendance and also provides general useful information about school such as the Academic Calendar and Announcements.

Parents need to use its functionality to book Breakfast Club, School Dinners and Trips.

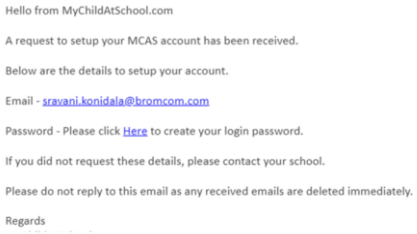
The MCAS Login process enables parents to log into the MCAS online parent portal using an Email Address.

- Where parents have **MCAS** accounts across multiple schools then they will be able to view those **Students MCAS** accounts in one place without the need to enter individual School IDs and Usernames for each Student.
- Parents will need to use the **Email Address** registered with their **MCAS** account and current **Password** (Recovery Email Addresses have been linked to the Password and will also work).
- If parents have multiple **Email Addresses** registered to their **MCAS** accounts - all **Email Addresses** (including the Recovery Email Address if they have one) will allow them to **Login**
- Forgotten **Email Address**? - Contact your school who will be able to help.
- Forgotten **Password**? - Use the **Reset Password** link in the **Parent Login** screen or follow the instructions in How to reset your MCAS Password in this guide.

New Accounts

Parents will receive an email from the school with a link to the Parent Login screen , then Parents will click **Here** to open the **Create Your Password** screen.

Example Email


Hello from MyChildAtSchool.com

A request to setup your MCAS account has been received.

Below are the details to setup your account.

Email - sravani.konidala@bromcom.com

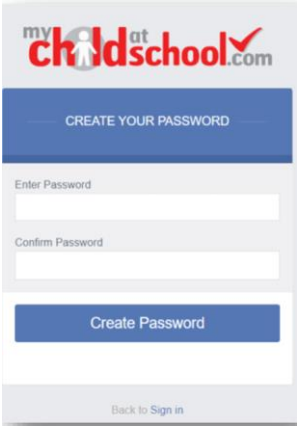
Password - Please click Here to create your login password.

If you did not request these details, please contact your school.

Please do not reply to this email as any received emails are deleted immediately.

Regards

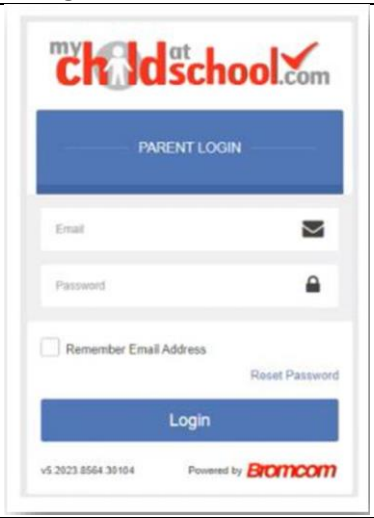
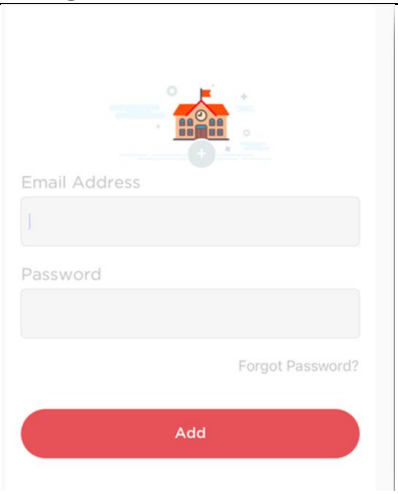
Parents will **Enter Password** and **Confirm Password** then click **Create Password**. Then continue to the next section Logging in to MCAS New and Existing Accounts



Logging in to MCAS New and Existing accounts

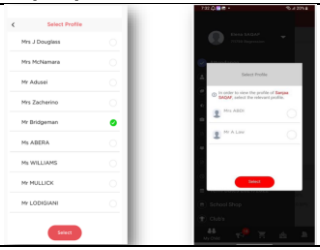
- From within the web browser type **www.mychildatschool.com** or access the **MCAS mobile phone app**, this will open the Parent Login screen.
- Enter your **Email Address** and **Password**. Use the Email Address registered to the MCAS account and the Password to Login.
- Click on the **Login** button.
- Login to the MCAS account and see all Students linked to that Email Address.

Note: Parents should contact the school if they receive the message Incorrect Email Address or Password.

Web Login	APP Login
	

If parents have more than one **Profile** using the same **Email Address**, a popup will appear, select the Profile they wish to use to continue to the **Dashboard**. Students associated with each **Profile** are displayed on the right-hand side.

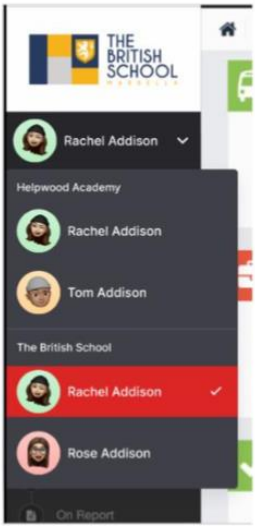
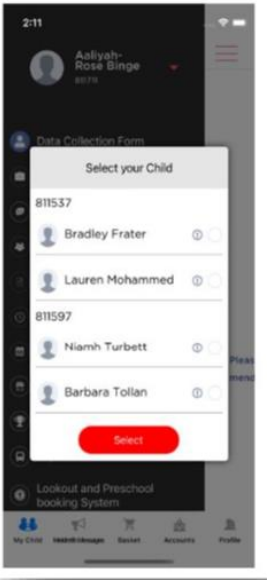
Note: Hover over the student icons on the right hand side to see the student's names associated with each Profile.

Web Pop Up to Choose Profile	APP Pop Up to Choose Profile
	

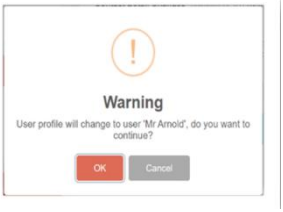
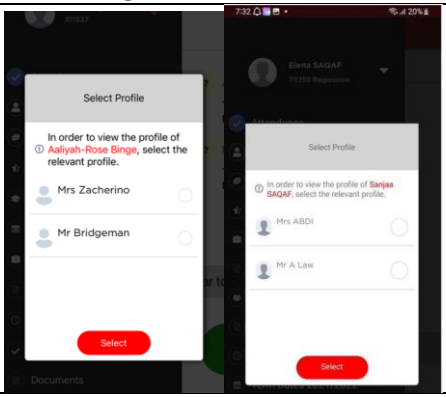
How to select the MCAS Dashboard

The MCAS Dashboard allows parents to view multiple **Student MCAS** accounts in one place.

All Students linked to a parent account will appear in the top left dropdown in the **Dashboard** with **School** and **Student Name**. This dropdown allows parents to switch between different **Student** accounts.

Web Select the Student	**APP Select the Student**
For the MCAS Desktop view in the example image below this shows the selected **Student** in Red. 	or the App click on the required Student and click Select 

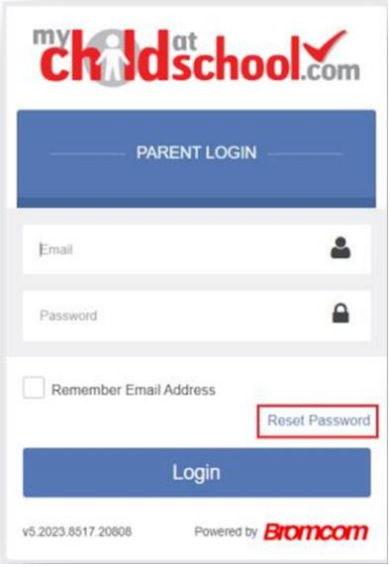
Note: Parents will see Students who are viewed by a different Profile who share the same Email Address. If parents click on those Students, they will get a message In order to view the profile, select the relevant profile.

Web Change Profile	APP Change Profile
	

How to reset your MCAS password

The following process shows parents how to reset the password for their MCAS account

- From within the web browser type www.mychildatschool.com or access the MyChildAtSchool mobile phone app, this will open the Parent Login screen.
- Click on the Reset Password link.



Parents will be asked to **Reset Your Password**.

- Enter the **Email Address**, this will be the **Email Address** that the school uses to contact the parent.
- Tick the reCAPTCHA box.
- Click on the Send reset email button.

Parents will receive an **Email** containing a **Reset Password** link.

Hello from MyChildAtSchool.com

A request for password reset has been received.

If you did not request for your password to be changed, please contact your school.

Please click Here to reset your password. This link will expire in 4 hours.

Please do not reply to this email as any received emails are deleted immediately.

Regards
MyChildAtSchool.com

Click on the Here link in the email to reset the **Password**.

Parents will then be asked to **Reset your Password** of at least eight characters.

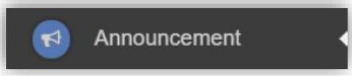
- Enter Password.
- Confirm Password.

Click the Update Password button.

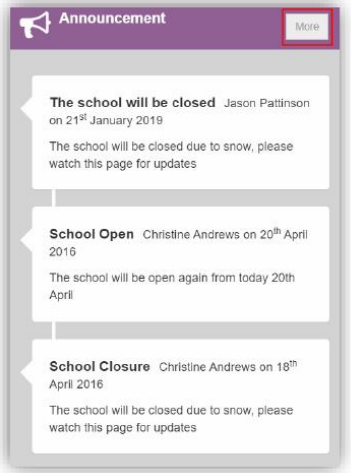
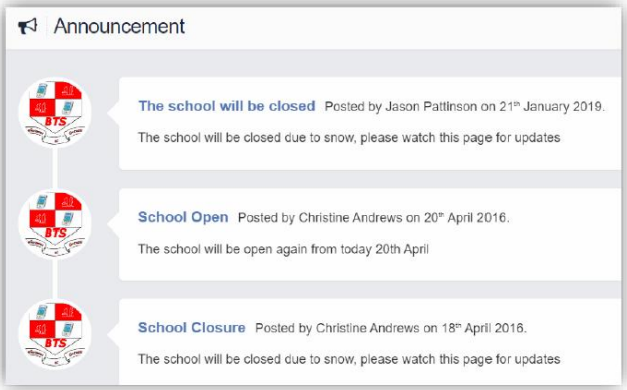
Parents will now be able to Login using their Email Address and new Password.

Announcements

The **Announcement** option is accessible from both the **Menu Bar** and a **Widget**.



The **Widget** displays the latest **Announcements**, click on the **More** button to open the page.



If there are any previous **Announcements** they will also be displayed.