

Date: 9th July 2021

Northfield Lane, Horbury, Wakefield,
West Yorkshire,
WF4 5DW

01924 263224

Email: admin@horburyprimary.accordmat.org
Website: www.horburyprimary.accordmat.org

Executive Principal: Miss JK Tomlinson

Dear Parent / Carer,

Academy Communications – My Child at School App (MCAS)

I write to all parents and carers to update you on some forthcoming changes to the way the academy will communicate with you from September 2021.

The academy uses a Management Information System called Bromcom to facilitate it's statutory responsibilities in relation to attendance and record management for all staff and pupils.

The Bromcom system offers a communication tool called My Child at School (MCAS). The MCAS App provides parents and carers access to real-time pupil information, showing attendance, behaviour, assessments, on-line payments for clubs and trips, parents' evenings bookings, letters and alerts from the academy and much more. MCAS also provides easy opportunity for the academy to communicate specific messages to individuals, or defined groups such as class groups or key stages.

Benefits of MCAS?

MCAS promotes communication between schools and parents, and parents and their children. It reduces the administrative burden on the school office and provides a secure cashless payment system. Parents can keep abreast of their child's progress and intervene when issues arise. The beauty of the App is that as a parent/carer you can access the information at anytime from your mobile phone or other android device. Downloading the MCAS App is free of charge to all parents and carers and will also save the academy in terms of expenditure on the current mechanisms for communication. We appreciate not all parents/carers may have a mobile phone or android device; if that is the case the information can be obtained through the MCAS website with a secure log in.

Is MCAS Secure?

Security of information is of paramount importance to us. MyChildAtSchool.com uses individual password protected accounts and 128-bit Secure Socket Layer financial transaction-grade technology to ensure the privacy of sensitive information. As the process is fully GDPR compliant, parents are invited to setup their secure

account, and when downloading the App, can add additional security including biometric authentication and a PIN for ease of use.

How will MCAS work?

MCAS accounts will be created for all contacts with parental responsibility for your child. In due course the academy will provide parents/carers identified as having parental responsibility with their own unique user names and passwords. Those parents and carers will then be able to access the portal from any PC, mobile phone or android device through an internet connection using the web address www.MyChildAtSchool.com.

Implementation Process & Next Steps

For now nothing is changing, but by the time we return in September 2021 the academy would like to have as many, if not all, parents and carers set up on MCAS.

In order to support this process we need to ask all parents and carers **with parental responsibility** to provide up to date contact details to confirm that the information we hold for them is correct. This is to ensure we issue the user name and password to create MCAS accounts to the correct email and mobile telephone contacts where there is parental responsibility for a child.

Please can all Parents/Carers complete our online '**Contact Details for the "My Child at School" (MCAS) App**' form using the link below: https://forms.office.com/Pages/ResponsePage.aspx?id=EENLhb8NQUKuQU3wpPjibu1Ge-T1QThIhfDzAe32D_IUMIBPN1VVNkJZUFdHUjhORkVaUDhLRDNQMi4u

A link to the online form will also be emailed out to all families today as part of the Friday communications from the Executive Principal.

You can also contact the school office at admin@horburyprimary.accordmat.org or by telephone on (01924) 263 224 to update your details **by no later than midday on Thursday 15th July.**

Please note, email addresses and mobile telephone contact numbers must be unique i.e. you cannot set up 2 MCAS accounts for both parents/carers with the same email address or mobile number. MCAS accounts are unique to the individual, and cannot be shared between parents/carers.

Please be aware that the academy will no longer be using ParentPay from September, MCAS will be the replacement tool for this.

I hope you find this information and we look forward to working with you to make the implementation of MCAS a success for both you, the academy and our pupils.

Yours sincerely,



Miss JK Tomlinson
Headteacher