



24 November 2022

Dear Families

'My Child at School' (MCAS) App

I wrote to you at half term to introduce the idea of an app which will replace Scopay and also help improve your access to information about your child at school. I am pleased to announce we are in the process of making this a reality and look forward to moving our systems to the 'My Child at School' (MCAS) app in December.

In order for this to happen, **we will email out login details to you on Wednesday 30 November** along with instructions on how to set up your account. For families with more than one sibling, you will only need to have one account where you can see all children and each parent/carer will be sent activation details, so they will have their own account. For families that use MCAS with a sibling at a different school, we will send instructions on how to add them into your existing app. We hope that this will allow you time to iron out any access issues that may arise prior to the next phase of the launch.

As soon as you set up your account you will be able to see the following information:

- Attendance - Summary of your child's attendance in school including lesson by lesson. This is live information and is updated throughout the day
- Timetable - Your child's full timetable
- Data Collection - The ability to change your personal details online in an easy form

We will launch the finance module on the app on Monday 5 December. At that point, any payments or dinner balances will be transferred to your MCAS account. Any payments from that point will need to be made through MCAS rather than Scopay, which will be discontinued immediately. Any payments students make in school will then be added to the MCAS balance too.

When the finance module has been activated you will then be able to see:

- Products - These will be any products that specific departments or areas give you the option to purchase
- Trips - Where any trips/visits will be located, including details, sign up and payment
- Dinner Money - The new home of topping up your child's lunch money

We will be writing to you again towards the end of term to outline the next steps in developing our use of the app. In particular, how we can use the app to keep you more informed regarding homework, rewards and behaviour.

If you have any questions regarding the MCAS app in general please contact Mr Peter Cowlin, Deputy Headteacher, via pcowlin@sackvilleschool.org.uk. If you have any questions specific to the finance module please contact Mrs Delia Cave via dcave@sackvilleschool.org.uk.

Yours sincerely

Ms Jo Meloni
Headteacher

Mr P Cowlin
Deputy Headteacher