



### Your MyChildAtSchool (MCAS) Account

MyChildAtSchool is a web-based interface that allows parents to look at contact details, attendance and behaviour data, along with assessments, learning cycle reports and to view and credit dinner money accounts.

Access to MyChildAtSchool is through secure, password-protected entry. You will be issued with a Username and Invitation Code when your child starts at Airedale Academy.

Please note that if you already have a child/children at Airedale Academy, the new pupil will be added to your existing account. You will be able to switch between pupils by clicking on their name and selecting from the drop-down menu.



If you are a first-time user of MyChildAtSchool, please follow the instructions overleaf to help set up your account.

By using the MyChildAtSchool, you will be able to look at the following information (however, some functions may not currently be available):

- Student details - if anything here is incorrect, please inform the academy as soon as possible.
- Dinner money balance- when this is in credit/debit.
- Allows you to credit dinner money balances.
- Reports - learning cycle reports for your child.
- Exclusions - details of any exclusions given.
- Timetable - lessons and teachers timetabled for that day.
- Attendance - percentages of student attendance, lates and absence.
- Student events - any behavioural incidents that have occurred in school and been registered by staff.

Please do not hesitate to contact Airedale Academy on 01977 664 555 if you require any assistance.

1. Once you have received your Username and Invitation code, visit [www.mychildatschool.com](http://www.mychildatschool.com) or download the app.

2. First, you **must** click on 'Redeem Invitation Code?' (just above the 'Login' button)

3. Input the School ID (11927), your Username and Invitation Code into the relevant fields, then click 'I'm not a robot' and then the 'Redeem Code' button.

4. You will then be asked to set up your account details, enter the required information to set up the login details and then click on the 'Save Account Details' button.

5. A message will be displayed that the new Login has been successfully created and you will be returned to the Login page. You will then need to input the school ID (11927), your Username, your newly created password, tick the 'Remember School ID and Username' box and the click the 'Login' button.

6. Once your account has been successfully set up, you will receive an email asking you to verify your account. It is important that you verify your account in case you ever need to reset your password or recover your account details. PASSWORD RESET/RECOVER ACCOUNT DETAILS- Click on 'Forgotten Login Details?' on the login page.