

User guide

• When you log in to MyChildAtSchool (MCAS) you will see your Dashboard.

🃸 Das	hboard Homepage and Launchpad									YOU ARE HERE:	# Dashboard
Attendance Report an Absence More			0 '	() Timetable				Behaviour			More
Period	Subject	Mark	Period	Subject	Class	Teacher	Time				
АМ	Tutor Group	0	АМ	Tutor Group	12/04	Mr S Smith	08:40		No Behaviour data found		
P1	He Food		P1	He Food	12D/Fd1	Mrs L Grant	08:55				
P2	Sociology		P2	Sociology	12A/So1	Mrs C Wilson	10:35				
P4	P.S.E.		P4	P.S.E.	12C/Ps3	Mr J Watson	13:55	Reports			More
	Homework			Announcements	5		More		No Reports data found		
No Homework data found				Welcome to Bromcom! Northgate High School on 22 nd January 2025 Welcome to Bromcom!				Detentions			More
									No Detentions data found		

- There are various modules that you will see on the screen. Some will say **More** in the top right corner. If you click on this, you will be taken through to a screen containing further information. To begin with you will see similar information to that previously shown in Go4schools. Over time we will turn on more modules so you will be able to do more things via MyChildAtSchool.
- You can drag and drop the different module boxes to where you want them on the Dashboard.



You can navigate between modules by clicking on the menu at the left of the screen.

- If you have more than one child on MCAS, you can change which child's information is displayed by clicking on the student name and photo in the top right corner of the screen where it says **Change Student**.
- You can access your **account settings** by clicking on your name in the top right of the screen. This is where you can:
 - Change your **password**.
 - Set your **preferred communication language**.
 - Logout.
- Clicking on the cog symbol in the top right of the screen 🍄 enables you to change the colour scheme for your Dashboard.

We hope that you find MCAS useful. If you experience any difficulties or have any queries, **please email <u>bromcom@northgate.suffolk.sch.uk</u> -** we will respond as soon as possible.

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