## MyChildAtSchool - Cashless Catering Top-Up Guide

This guide contains separate instructions for the MCAS app and the MCAS website.

*If you have not yet activated your Bromcom MCAS account,* please follow the instructions on the Northgate website here:

https://www.northgate.suffolk.sch.uk/\_site/data/files/bromcom/042FE40C60501DD2C886C5CDD3534D0C .pdf

For the MyChildAtSchool App, please follow the steps below:

1. Log into the app and click on **Dinner**.



2. In the top right you will see your child's current balance.





4. On the next page, fill out your debit/credit card details.



For the MyChildAtSchool website, please follow the steps below:

1. Log into the MyChildAtSchool website. You will see the **Dinner Money** section which displays the current balance. Enter the amount that you wish to top-up and **Add to Basket**.

Dinner Money - 2025 Dinner Balance Summary
Credit Balance Summary : $\pounds 0.00$
Deposit Amount : £
Add to Basket

2. In the top right of the screen you will find the shopping basket. To add funds, click here, then on **Checkout**.



3. In the **Shopping Basket**, please confirm the amount you wish to top-up by clicking **Checkout**.

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Shopping Basket Your shopping basket					
Continue Shopping Clear Basket Checkout					
Shopping Basket					
		Item Name	Quantity	Unit	
	<b>(</b> )	Dinner Money Deposit for	1	£1.00	
		Total Price:			

4. In the **Checkout**, please fill out your credit/debit card details, then **Confirm & Pay**.

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	Checkout Payment Details	
NORTHGATE	Go Back Control & Pugh	
Channan Shardwart	Order Summary	
Charge Showing	litem Name	Quantity
Dashboard Data Collection Form	Dinner Money Deposit for	1
11 Announcements	Payment & Address Details	
Attendance		
🖈 Behaviour	Use New Card	
Detentions		
Exam Timetables	Address Details	
Homework	Address	
Reports		
Timetable	Oty	
Academic Calendar	Post Code	
Products		