



Smithdon High School  
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Re: AGi/LT

23 August 2024

Dear Parents

We hope this message finds you well and hope that you and your family are enjoying the Summer break.

### Start of Term

For Year 7 students, school starts on Wednesday 4 September. Please ensure your child is on site by 8:25am. Tutors and Senior Leadership will be ready to welcome our new students to the school and group them at the start of the day. If you have any late queries or questions please contact Pastoral Manager, Sally Collins or the Main School Office from 2 September, or contact us via email.

School transport will be operating from 4 September. It is advisable for your child to be at the allocated stop for their bus at least 5 minutes before the published pick up time (these should have been communicated to you when you received the bus pass). Any queries regarding school transport should initially be directed to Norfolk County Council.

Year 11 students will return on Thursday 5 September - please be on site by 8:25am.

The remainder of the school will return on Friday 6 September - again, please be on site by 8.25am.

### School Uniform and equipment

Please check that your child has the correct uniform, and that everything still fits, ready for the start of term. Any labelled uniform can be purchased via the Price & Buckland website ([https://www.pbuniform-online.co.uk/smithdon?\\_gl=1\\*19jbfef\\*\\_ga\\*MTM5MjI1NjlyMy4xNjk1NzI3OTYz\\*\\_ga\\_1RK3W3MCFE\\*MTY5NTcyNzk2Mi4xLjEuMTY5NTcyNzk3Ni40Ni4wLjA](https://www.pbuniform-online.co.uk/smithdon?_gl=1*19jbfef*_ga*MTM5MjI1NjlyMy4xNjk1NzI3OTYz*_ga_1RK3W3MCFE*MTY5NTcyNzk2Mi4xLjEuMTY5NTcyNzk3Ni40Ni4wLjA)). Please allow 5 to 7 days for delivery. Ties can be ordered via the school shop and collected on the first day of school. **Please ensure that your child's name is written on all of their uniform.** School uniform information is available on the school website - if you are uncertain that shoes or trousers may not be acceptable, please contact the relevant year office before removing labels! Don't forget to check PE kit too.

If your child has had additional piercings, nail treatment or false eyelashes, please also ensure that these are removed in readiness for the first day of school. A single pair of studs may be worn in the ears (one in each ear or two in one ear). There should be no nail decorations or eyelash extensions.

Students also require a pencil case with the usual school stationery, along with a scientific calculator (we recommend the Casio FX-83 GTX which can be purchased via the school shop). All students should also have with them **every day a suitable school bag/rucksack in order to store books and (please write your child's name inside the bag)**

### Parent Portal, Communications and Payments

As you may recall at the end of last year we informed you that all schools within West Norfolk Academies Trust would be moving across to a new Parent portal called **MyChildAtSchool** or **MCAS**. This system is provided by a company called Bromcom.

This change is aimed at providing you with a more streamlined payment experience that can be accessed through the same app as all other parental communications you will receive from your child's school.



As we move closer to the start of the new term, we would like to provide more information regarding this switchover.

What's changing:

Online Payments - MCAS will replace Parentpay for online payments (Dinner Money, Trip Payments, Prom, Music Lessons etc)

Parental Engagement - MCAS replaces SIMS Parent App for all the details you need regarding your son/daughter's education – ranging from Academic Reports to Attendance to Behaviour Logs. Parents will also be able to update some school information and permissions.

Communication - Although communications will still be made via email and text. Our preferred method of communication will be MCAS. If using the app, you will be able to receive push notifications.

Key Features of the New System:

Enhanced Security – Secure encryption ensuring that your financial information remains safe.

User-Friendly Interface – Simplified and intuitive design for easy navigation.

One App for all parental information – One App covering all aspects of payments, communications and interactions concerning your child and their day to day school information.

Accessing MyChildAtSchool (MCAS)

A link will be provided on your invitation email (see below). You will not be able to access MCAS without being invited.

Ongoing you can access MCAS either via the website - <https://www.mychildatschool.com/> - or by downloading the app.

Both Iphone and Android are supported. Links to the apps can be found on the MCAS website

**Action Required:**

In order to login to the MCAS portal you will need to have a valid email address registered with the school. If you do not have an email registered with the school please email [mcas@wnat.co.uk](mailto:mcas@wnat.co.uk)

**You will receive your invitation to MCAS via email on Monday 2 September 2024. Please ensure that you log into the new system and set up your account at your earliest convenience.**

Any balances remaining on your child's ParentPay account will be automatically transferred across to the new system, ready for when they return to school in September. **Please do not make any payments to your child's Parentpay account after Thursday 29 August 2024.**

Support accessing MCAS:

The school's website will have a link at the top of the homepage called "Parent and Student Portal". Here you will find more information and links to official MCAS documentation and user guides.

If, in the future, you forget your password to MCAS please click on the Reset Password link on the App, or, using your web browser, go to [www.mychildatschool.com](http://www.mychildatschool.com) and click on the Reset Password link. You must use the email address that you have given the school. An email will be sent to your email account - it will only be valid for 24 hours. Follow the instructions within the email.

Should you experience any issues with your MCAS account please contact us for support via the following options;

Telephone: 01553 423359

E-mail [mcas@wnat.co.uk](mailto:mcas@wnat.co.uk)

When emailing, please provide as much detail about your issue so we can make sure we allocate the right department. Please also provide your full name, school and return phone number.

We appreciate your cooperation and understanding during this important transition. We are confident that this new app for parents will continue to enhance your engagement with Smithdon.

Thank you for your continued support. Enjoy the rest of the summer and we look forward to seeing you in the new school year.

Yours sincerely

**Mrs A Gibbins**  
**Headteacher**