

Dear parents and carers,

My Child At School (MCAS)

To support our aim to become cashless we are writing to you today about a change in how we will communicate with you about your child and take payments for lunches and visits that we believe will offer a much-improved service for both you as a parent and for us as an Academy. You will shortly receive login details to enable you to sign up to an app called **My Child At School (MCAS)**.

We are asking all parents to follow the instructions below to access the latest updates from us about your child. The app we are using is free and will give you easy access to the following, from your phone or from home:

Information on your child's attendance

Messages from us

Letters and reports (meaning we can save on printing!)

The option to pay for trips

Organisation of parents evening bookings

Allow you to update your contact information

By signing up with the app, it will be more convenient for you to access information, and we will be able to save money on text message fees and printing costs. There are a few steps to join so that we can make sure your child's information is safe.

1. **Make sure that you provide us with your email address.**
2. We will then email you:
 - a. The School ID Code
 - b. Your Username
 - c. An Invitation Code
3. Either:
 - a. Download the 'MyChildAtSchool' app on your phone
 - b. Or access www.mychildatschool.com
4. Click on 'Redeem Invitation Code', and fill in the information we sent to you by email
5. Fill in the details requested
6. Last step – MyChildAtSchool will email you, please click to confirm you are who you say you are.

Principal - Mr James Pape

Leeds Road, Sheffield, S9 3TY

Tel: 0114 2200 400 Email: info@oasisdonvalley.org www.oasisacademydonvalley.org

Oasis Academy Coulsdon is sponsored by Oasis Community Learning www.oasiscommunitylearning.org – part of Oasis UK.
Oasis Community Learning is a Company Limited by Guarantee registered in England & Wales (No.5398529) and an Exempt Charity Registered Office: 75 Westminster Bridge Road, London SE1 7HS



If we have your email address, there is nothing to do but look out for an email from us over the coming days. Please check your 'Junk' email folder if you have not received this.

If you have recently changed your email address, or have not provided us with this information, we would be grateful if you could let us know as soon as possible by calling 0114 2200400 or emailing info@oasisdonvalley.org

Thank you for your support in this matter.

Yours sincerely

A handwritten signature in black ink, appearing to read "J. Pape", is positioned below the text "Yours sincerely".

James Pape, Principal

Principal - Mr James Pape

Leeds Road, Sheffield, S9 3TY

Tel: 0114 2200 400 Email: info@oasisdonvalley.org www.oasisacademydonvalley.org

Oasis Academy Coulsdon is sponsored by Oasis Community Learning www.oasiscommunitylearning.org – part of Oasis UK.
Oasis Community Learning is a Company Limited by Guarantee registered in England & Wales (No.5398529) and an Exempt Charity Registered Office: 75 Westminster Bridge Road, London SE1 7HS