

Dear Parents/Carers

Paying money to the school online is simple and easy

Great Academy Ashton is a cashless school. You can now make payments online to the school for things like dinner money and school trips. Paying for school items online is quicker and easier for you, safer for children and more efficient for the school.

The system is called 'MyChildAtSchool' – and it's available for you to use now.

Kind regards

School Admin Team

How to Self Sign Up for parents

Parents can access the **Parent Login** screen in two ways:

1. From within the web browser type www.mychildatschool.com, this will open the **Parent Login** screen.
2. From the **MyChildAtSchool** mobile phone app, this will open the **Parent Login** screen.

Once in the **Parent Login** screen parents should follow these steps:

- Click on the **Sign Up** link in the Parent Login screen.
- Enter the **school's Postcode OL6 8RF**
- Select the school from the list in the dropdown.
- Click **Continue**.
- Enter your registered email address. This is the email address you have registered with Great Academy Ashton.
- Click **Sign Up**.

Parents will see the message *'To complete your registration, we have sent an email to the email address you provided. Please access your email and follow the steps to create your password'*.

The image shows a mobile-style login interface for MyChildAtSchool.com. At the top is the logo with a child icon. Below it is a blue button labeled 'PARENT LOGIN'. The form contains two input fields: 'Email' with an envelope icon and 'Password' with a lock icon. There is a checkbox for 'Remember Email Address' and links for 'Reset Password' and 'Sign Up'. A large blue 'Login' button is at the bottom. The footer includes the version number 'v5.2023.8689.19943' and 'Powered by Bromcom'.

Parents will receive an email from **MyChildAtSchool** with a link to a **one time passcode**.

- Click on the **link** for the one time passcode.
- Enter the one time passcode.
- Click **Verify**.

The image shows a screenshot of the 'myChild at school.com' parent sign-up verification interface. At the top left is the logo 'myChild at school.com' with a red checkmark. Below the logo is a blue button labeled 'PARENT SIGN UP'. Underneath is the text 'Enter one time passcode:'. A white input field contains the placeholder text 'One Time Passcode'. Below the input field is a blue button labeled 'Verify'. At the bottom of the form is a link labeled 'Back to Login'.

As soon as the **one time passcode** has been verified, parents will be prompted to enter a **password**.

- **Enter Password.**
- **Confirm Password.**
- **Click Create Password.**

my child at school.com

CREATE YOUR PASSWORD

Enter Password

Confirm Password

Create Password

[Back to Sign in](#)

Once the password has been created, parents can login from within the web browser and type www.mychildatschool.com, or access the **MyChildAtSchool** mobile phone app, this will open the **Parent Login** screen.

Note: Parents should contact the school if:

- **Self Sign Up** has not been enabled for the school.
- **Parental Responsibility** has not been assigned to the parent, then a message will appear *'Email address invalid. Please contact the school to gain access to your child's account.'*
- The parent's email address is not recognised.

My Child at School – Siblings at different schools

The MCAS Dashboard allows parents to view multiple Student MCAS accounts in one place.

All Students linked to a parent account will appear in the top left dropdown in the Dashboard with School and Student Name. This dropdown allows parents to switch between different Student accounts.

Click on the required Student and click Select.

Please Note – Students must share the same parental email address at either school.