

MyChildAtSchool Parent App

June 2024 New UI (User Interface)

The **MCAS** Parent App has been updated with a new UI that will provide parents with an improved user experience. Please note, we are implementing a phased release of the new UI and rolling it out incrementally to our users.

Important: Parents will need to update to the latest version of the app unless they have auto-updates enabled for all apps on their phone settings.

The Parent App has a new look and feel, and users will only see a few minor updates to the functionality. This quick guide will take you through:

- **What's new?**
- **Coming Soon** – Parent App functionality that is coming in the following release

Note: Parental access to the modules mentioned in this guide will be dependent on the school enabling them in the Parent App.

What's new?

- The Parent App has a new central dashboard **My Child** which replaces the side menu.
- **Accounts** and **Profile** in the banner on the old UI have moved to the new **Settings** screen.

Coming soon

The following functionality is not available for this release of the new UI but will be coming soon in a future release:

- The ability to **preview pdf files** in the **Important Documents** and **Reports** modules. ○ Please download the files and view them until the feature is released.

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How to navigate the MCAS Parent App new UI

My Child dashboard

When a parent loads the new MCAS Parent App on a mobile device they will first see the new **My Child** central dashboard for their child. The dashboard contains the following features:

- **Settings** button – Account Settings, Privacy and Security, Financial Payment Methods, Financial Order History, and School Contact Information.
- **Student account** dropdown – switch to another student account.
- **Weekly calendar** with **Attendance** information by day.
- Access to the modules (e.g., Behaviour, Homework).

Banner

The banner along the bottom contains the following further options;

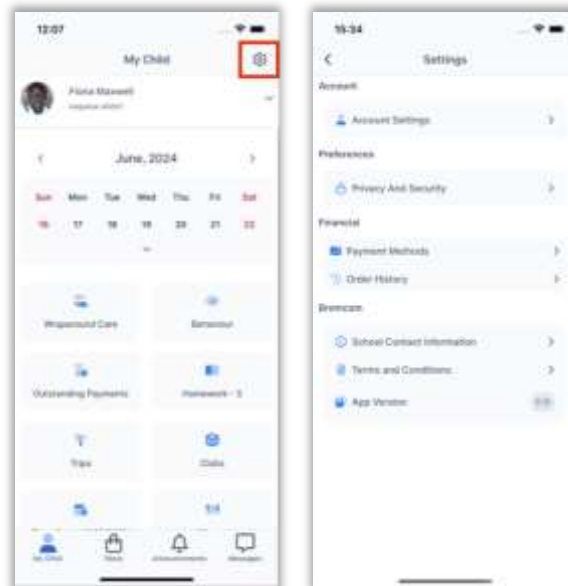
- **Store** – Not used at Downlands.
- **Announcements** – Displays announcements from the school.
- **Messages** – Displays messages from the school.



My Child > Settings

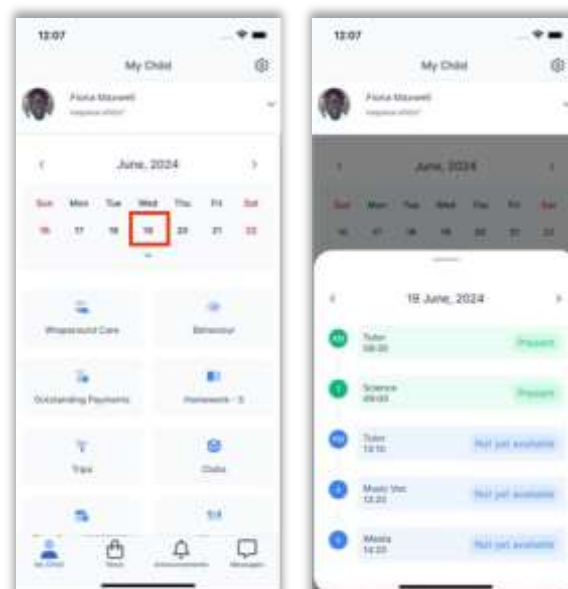
Clicking on the **Settings** cog, users will be able to access the following screen:

- **Account Settings** – change profile and log in to another account.
- **Privacy and Security** – change Pin and Password.



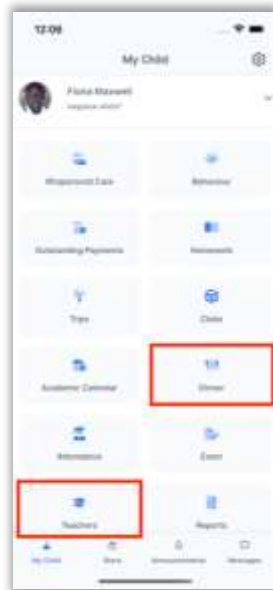
My Child > Calendar

Clicking on a date in the calendar, users can see the student's **Attendance** information by day. Clicking on the arrows will display the previous or next day.



My Child > Modules

Scroll down in the **My Child** dashboard to see the different modules available to the parents.



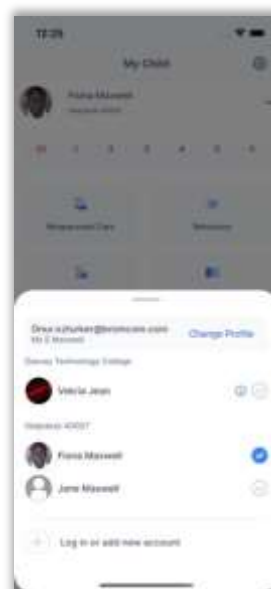
How to switch to another student account

1. On the **My Child** dashboard, click on the dropdown arrow next to the student's name.
2. Select the student account you would like to switch to.

Note: If you select **Change Profile** - this will take you to the **My Child > Settings > Account Settings** screen where you can change Profiles.



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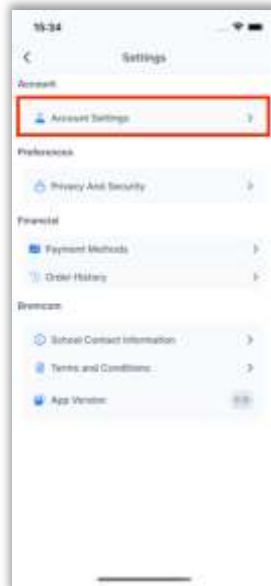
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How to change Profile

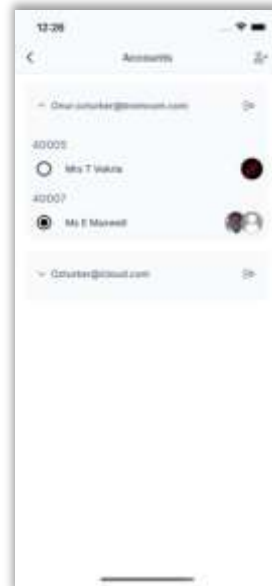
1. On the **My Child** dashboard, go to **Settings**.
2. Go to **Account Settings**.
3. Select the user **Profile**, under the correct email address, that you would like to use.



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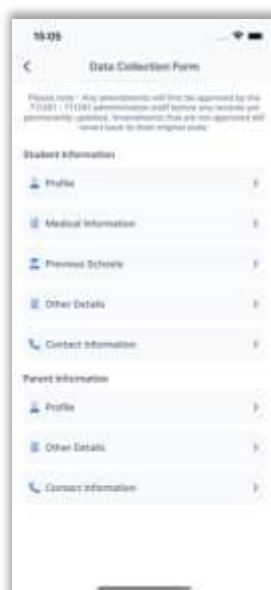
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How to update the Data Collection Form

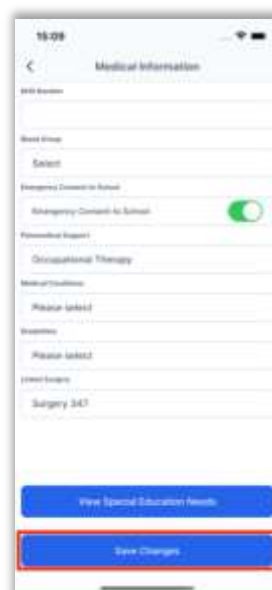
1. On the **My Child** dashboard, go to the **Data Collection Form** module.
2. Make amendments to the relevant sections.
3. After all changes have been made, make sure to click **Save Changes**.



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How to enrol in a Club

1. On the **My Child** dashboard, go to the **Clubs** module.
2. Click the **View Detail** button for the free Club you wish to enrol in.
3. If there are spaces available, you will be able to click **Enrol Now**.



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