

POUND HILL JUNIOR SCHOOL

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How to navigate MyChildAtSchool website

When a parent logs into the MCAS parent portal via website they will first see the main dashboard with summary selected modules.

There you can see your child's attendance, upcoming trips or clubs, any outstanding payments and you are able to top up your child's lunch account.

The screenshot shows the MyChildAtSchool parent portal dashboard for Pound Hill Junior School. The interface includes a navigation bar at the top with the school name, a language dropdown set to 'English', and various utility icons. The main dashboard area is divided into several sections:

- Attendance:** A table showing attendance for two periods (AM and PM) for a 'Tutor Group'. The AM period has a green checkmark, and the PM period has a yellow question mark.
- School Lunch Money:** A section for 'School lunch Balance Summary' showing a credit balance of £0.00 and a deposit amount field with an 'Add to Basket' button.
- Outstanding Payments:** A section indicating 'No Outstanding Payments data found'.
- Classes:** A section for 'Sophia's Classes' showing a table with columns for Class Name, Class Details, and Attendance. The attendance for the 'Tutor Group' is 95%.
- Announcements:** A section indicating 'No Announcements data found'.
- Dinner Detail:** A section for 'Sophia's recent meals' showing a table with columns for Date, Meal Details, and Cost. The meals listed are 'Packed Lunch' on various dates, all with a cost of £0.00.
- Clubs & Trips:** A section indicating 'No Clubs data found'.

A sidebar on the left contains a 'Change Student' button and a list of navigation options: Dashboard, Data Collection Form, Announcements, Attendance, Parents Evening, Academic Calendar, Store, Clubs, Trips, Dinners, Parental Consent, and Outstanding Payments.

Navigation bar (top right corner)



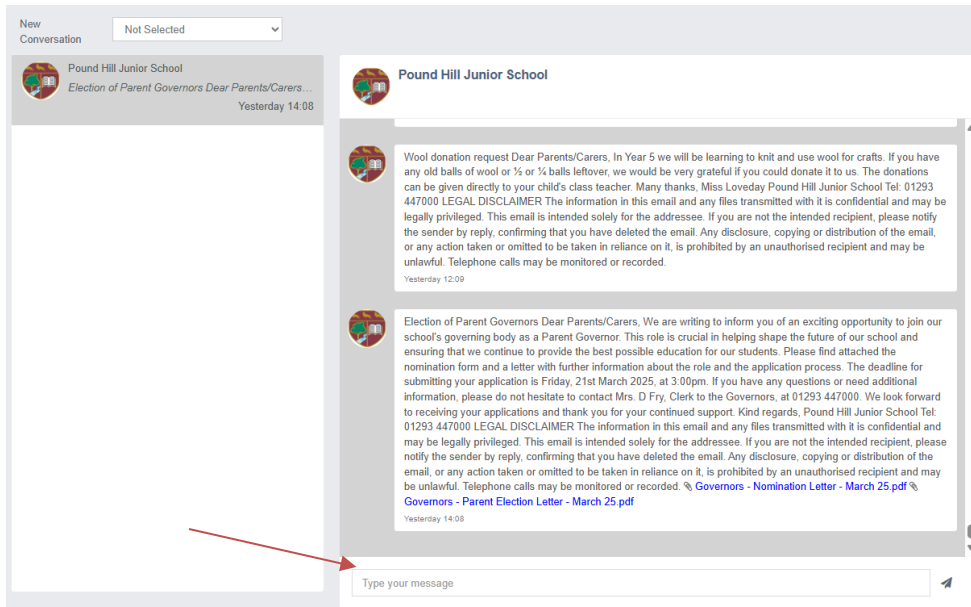
will show items in your basket



shows school contact details





shows messages/email communication from the school. There you are also able to contact the school by typing a message. *please note due to the software provider settings, currently all communications are in one communication thread.*

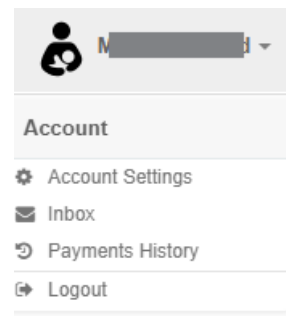


shows any published announcements

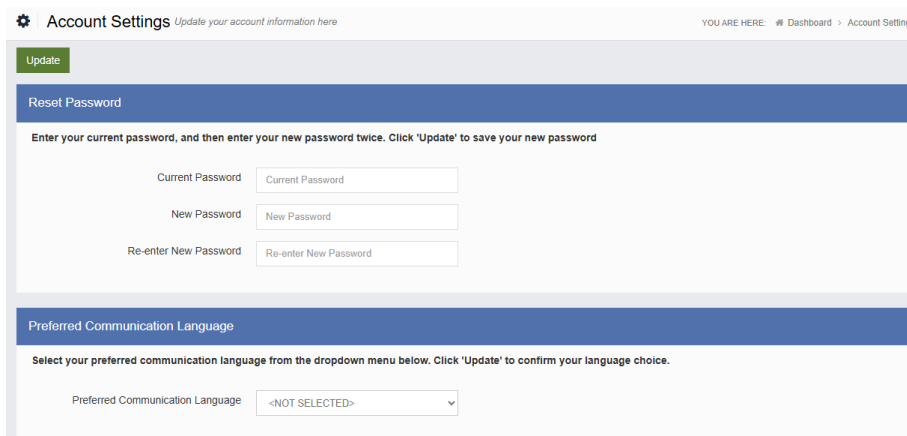
Settings and Account Settings

Top right **Settings** symbol  will enable you to change the colour schemes, navigation bar colour and sidebar colour.

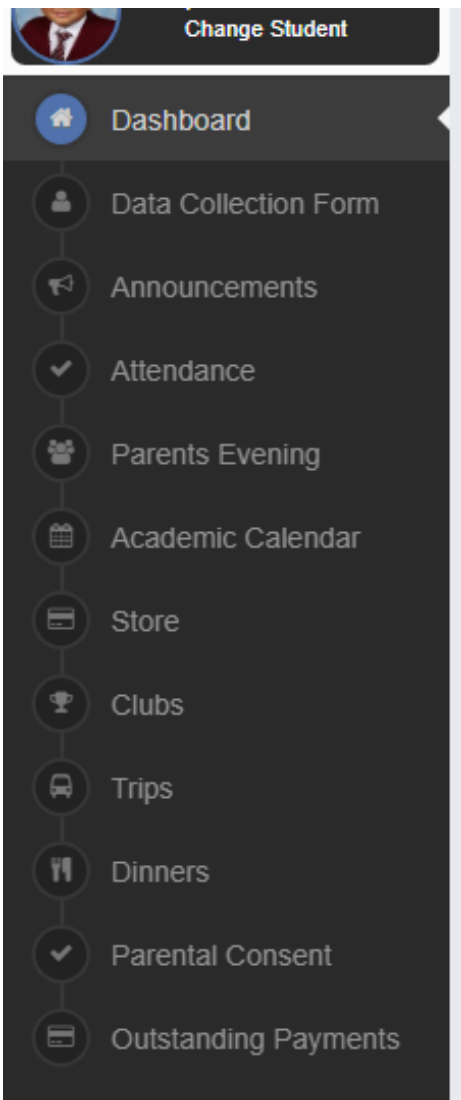
To access **Account Settings**, **Inbox**, **Payments History** and **Logout** please click on the down arrow next to 



In **Account Settings** you are able to reset your password and select your preferred communication language:



Sidebar Modules



‘Change Student ‘ – if you have another child at the school, you will be able to switch the siblings

At Pound Hill Junior School we currently use the following modules:

- Data Collection form – where you see information the school have regarding your child. You can also update any change of details there.
- Attendance
- Parents Evening,
- Academic Calendar,
- Store – displays school products that can be purchased online,
- Clubs,
- Trips,
- Dinners – where school dinner options are published and orders placed,
- Parental Consent – please ensure to check all the consents required
- Outstanding payments.

Click on the required **Module** name to see more information.