

Our ref: GSI/NWI

2 September 2026

Dear Parents and Carers

We welcome all our new year 7 students to **Sir Thomas Wharton Academy**.

We would like to make you aware of the instructions below, which provide guidance on how to **download, register for, and set up the MyChildAtSchool (MCAS) app**.

Please take some time to complete the registration process, as MCAS will be used to provide access to important information and services relating to your child throughout their time at the academy.

How to set up the MCAS app:

Follow the link or scan the QR code below to access the web-based version of MCAS:

<https://www.mychildatschool.com/MCAS/MCSForgottenLogin.aspx>



This is a password reset link where you will be asked to enter your email address. **This must be the same email address that you have registered with the academy.**

Following the link will take you to this web page:



Once you have entered your details, select '**Send reset email**', then click '**Login**'.

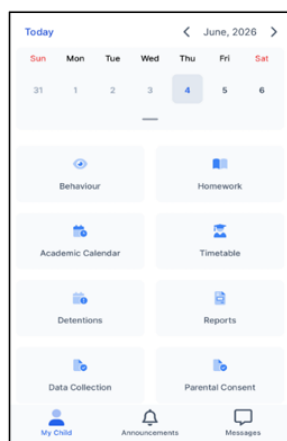
You will be prompted to enter your email address and create a password. If your mobile device generates a password automatically, please ensure you save or copy it, as you will need it later.

You will then be logged into the web version of MCAS.

Next, download the **MCAS app** from your device's app store. You may also be able to access this directly from the webpage. You can now log into the app using the email and password you have created.

When you first download the app, you will be asked whether you wish to allow notifications. You must **allow notifications** to receive communication from the academy. If you do not allow notifications at this stage, you will need to delete and reinstall the app to enable them.

Your app home page will now look like this:



If this process does not work, it is likely that your email address is not recorded correctly in our system. Please contact us at: enquiries@stwacademy.com

You will also receive further information about setting up **ParentPay**, which will be used initially to manage all balances and payments. Later in the year, the school will transition to **MCAS** for this purpose. In the meantime, you will need to set up and use ParentPay until the changeover takes place. When the transition to MCAS occurs, any remaining balances in your ParentPay account will be **automatically transferred to MCAS**, so you will not lose any funds.

Further support

If you experience any difficulties setting up or accessing the MCAS app, please contact the academy and a member of our team will be happy to assist. Support can be accessed via enquiries@stwacademy.com or by contacting the academy reception. Further guidance, frequently asked questions and user guides can be found on our website.

Follow the link or scan the QR code below to access help and guidance.

[Sir Thomas Wharton Academy - My Child at School App \(MCAS\)](#)



Thank you for your ongoing support. We hope that bringing key information and communication together in one place will make it easier for families to stay connected with academy life and support students' education.

Yours sincerely

Mr G Sills
Vice Principal