

## Introduction

This guide looks at accessing **MyChildsSchool (MCAS)** for a parent with an **existing MCAS Account** in the following two ways:

- The desktop web view
- The app view in the new User Interface (UI) of MCAS

The example screenshots in this guide are for illustration purposes only and may differ from your view of the desktop or app. **Your school configures how your MCAS Dashboard looks.** For the app screenshots where the android view is different to the iOS Apple view, we have shown both examples.

For more guidance on **MCAS** for parents please click [here](#)

## Email Addresses and Passwords

The **MCAS Login** process enables parents to log into the **MCAS** online parent portal using an **Email Address**.

- In the example parents have **MCAS** accounts across multiple schools then they will be able to view those **Students MCAS** accounts in **one place** .
- Parents will need to use the **Email Address** registered with their **MCAS** account and current **Password** (Recovery Email Addresses have been linked to the Password and will also work).
- If parents have multiple **Email Addresses** registered to their **MCAS** accounts - all **Email Addresses** (including the Recovery Email Address if they have one) will allow them to **Login**

## Forgotten Login Details

- **Forgotten Email Address?** - Contact your school who will be able to help.
- **Forgotten Password?** - Follow the instructions in [How to reset your MCAS Password](#) in this guide.

## New Parent Accounts

The **MCAS Login** process allows parents to log into the **MCAS** online portal using their **Email Address** and **Password**. Parents can view multiple **Student MCAS** accounts in one place.

- Schools also have the function to enable self-sign for parents see [How to Use Self Sign Up for MCAS Accounts](#)
- Parents who already have an MCAS account will not need to click the link in the email, the new student will appear automatically.
- Parents will receive an email from their school with a link to the Parent Login screen.
- Parents will click [Here](#) in the email to open the **CREATE YOUR PASSWORD** screen

Below is an **example email** sent to a parent.



Hello from MyChildAtSchool.com

A request to setup your MCAS account has been received.

Below are the details to setup your account.

Email - [stravani.konidala@bromcom.com](mailto:stravani.konidala@bromcom.com)

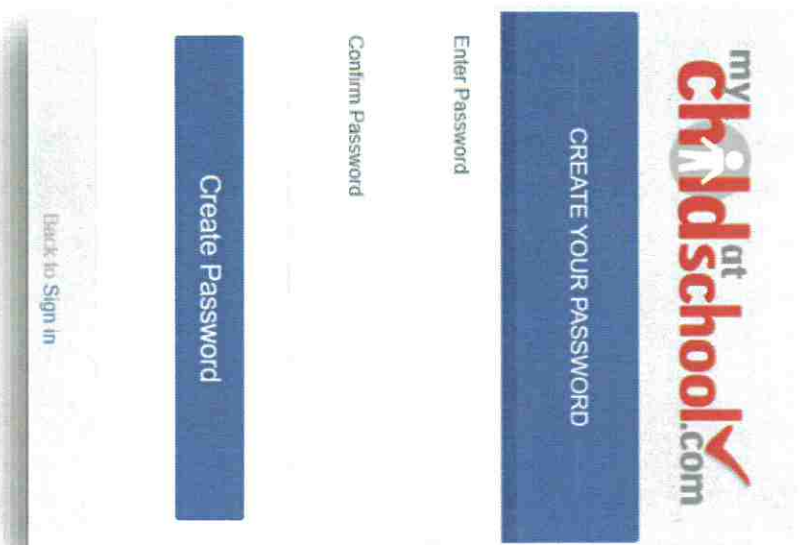
Password - Please click [Here](#) to create your login password.

If you did not request these details, please contact your school.

Please do not reply to this email as any received emails are deleted immediately.

Regards  
MyChildAtSchool.com

- Parents will **Enter Password** and **Confirm Password**.
- Parents will then click **Create Password**.



The screenshot shows the 'CREATE YOUR PASSWORD' page on the MyChildAtSchool.com website. At the top is the logo 'myChildAtSchool.com'. Below the logo is a blue button labeled 'CREATE YOUR PASSWORD'. Underneath this button are three input fields: 'Enter Password', 'Confirm Password', and 'Create Password'. At the bottom of the form is a link that says 'Back to Sign in'.

## Desktop View

### Login

- From within the web browser type [www.mychildsatschool.com](http://www.mychildsatschool.com)
- This will open the **PARENT LOGIN** screen.
- Enter your **Email Address** and **Password**. Use the **Email Address** registered to the **MCAS** account and the **Password** to **Login**.
- Click on the **Login** button.

This **Login** will login to see all **Students** linked to that **Email Address**.

**Note:** Parents should contact the School if they receive the message **Incorrect Email Address or Password**.



The screenshot shows the 'myChildsAtSchool.com' Parent Login page. At the top left is the logo 'myChildsAtSchool.com'. Below it is a blue box with the text 'PARENT LOGIN'. The form contains two input fields: 'Email' with an envelope icon and 'Password' with a lock icon. There is a checkbox labeled 'Remember Email Address' and a 'Forgot Password' link. A large blue 'Login' button is at the bottom. The footer includes the text '© 2023 8264 30104' and 'Powered by Edmentum'.

- If parents have **more than one Profile** using the same **Email Address**, a popup will appear, select the **Profile** they wish to use to continue to the **Dashboard**.
- Students associated with each **Profile** are displayed on the right-hand side. **Note:** Hover over the student icons on the right hand side to see the student's names associated with each **Profile**.



The Dashboard will open for the chosen **Profile**.

### The MCAS dashboard

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.
- For the MCAS Desktop view in the example image below this shows the selected **Student** in **Red**.

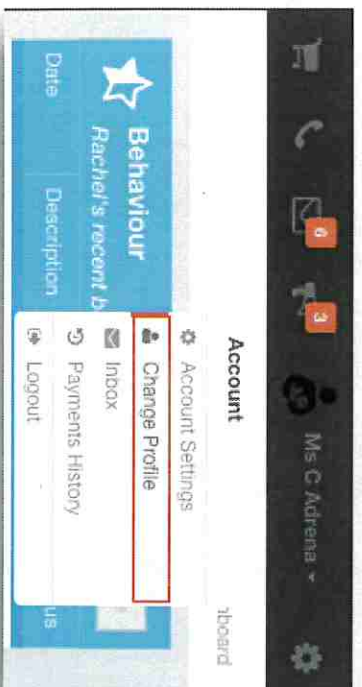


**Note:** Parents will see **Students** who are viewed by a different **Profile** who share the same **Email Address**. If parents click on those **Students**, they will get a message **In order to view the profile, select the relevant profile**.



### How to change profile

Click on **Account** in the top left-hand corner of the online parent portal and select **Change Profile** from the dropdown menu to change **Profile**.



The **Profile** popup opens, select a **Profile**, and click **Change Profile**

