

21 June 2024

Dear families,

### **Dinner Money Online Payments**

As you are aware from our previous letters and texts, we are now using the MCAS (My Child at School) app at Dixons Marchbank Primary. From within the app on your phone, you can see your child's attendance, termly reports, read our updates and letters home, and, send messages to school.

**From Monday 1<sup>st</sup> July, we will stop using Parentpay and you will make payments for lunches and trips through the MCAS app.**

#### **What do I need to do in Parentpay?**

- Ensure your child's lunch and trip payments are up to date in Parentpay.
- Top up your child's dinner money account before Wednesday 26<sup>th</sup> June to cover lunches to Friday 28<sup>th</sup> June. You can check your balance in Parentpay or contact the office for a statement.
- Pay the £20 one-off trip payment if this is outstanding (Years 1-6) or £5 one-off payment (Nursery). Contact the office if you require a barcode letter.

From Monday 1<sup>st</sup> July, you will be able to view your child's account in Parentpay but will not be able to make any further payments.

If you have a positive or negative balance on your Parentpay account after Monday 1<sup>st</sup> July, this balance will be transferred to your MCAS account. Where possible, we would advise you to clear any outstanding balances before Wednesday 26<sup>th</sup> June.

#### **I haven't downloaded the MCAS app yet. What do I need to do?**

- On the Dixons Marchbank website, on the Letters to Parents page, there is a guide on how to download and access the app. We've also attached a quick guide to this letter.
- Click on the links below to go to the App Store or Play Store to download the app:  
Android: [https://play.google.com/store/apps/details?id=com.bromcom.mcas&hl=en\\_GB&gl=US](https://play.google.com/store/apps/details?id=com.bromcom.mcas&hl=en_GB&gl=US)  
Apple: <https://apps.apple.com/gb/app/mychildatschool/id1394575255>
- Contact school and we will send a login link via email where you can set your login and password.

If you are having any problems with downloading and accessing the app, or require any support with online payments, please call the main reception or email us on [info@dixonsmb.com](mailto:info@dixonsmb.com)

We are excited to be using more functions in the MCAS app which will streamline communication and payments and we will explain how to make dinner money payments on MCAS next week.

Yours sincerely,



Rebecca Greenwood  
Principal

