

# How to Access MyChildAtSchool (MCAS) Via web browser

## Step 1: Invitation Email

- Look for an email titled 'redeem invitation code' in your inbox or if not there, your junk email.
- If you do not receive the email, please contact [info@isaacnewtonacademy.org](mailto:info@isaacnewtonacademy.org) because you will not be able to access your MCAS account without this initial email.
- In the invitation email, you will need to click on the blue 'here' word to access the MCAS Parent Portal.
- Please keep the School Code: 11520 and your username to hand as you will need these to login in the future

## MCAS - Redeem Invitation Code



bromcom@arkschools.org

To [REDACTED]

Hello from MyChildAtSchool.com

A request to setup your account has been received.

These are the details to setup your account.

School ID: **11520**

Username: [REDACTED]

Invitation Code: [REDACTED]

If you did not request an Invitation Code, please contact your school.

Please click [Here](#) to redeem your invitation code.

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

Regards

MyChildAtSchool.com

## Step 2: Redeem Code

- Once you have clicked on the 'Here' link you will need to:
- Enter the following information (It may be pre-populated):
  - First Box: School ID (11520),
  - Second Box: Username (You will find this in the invitation email you received see step1)
  - Third Box: The Invitation Code, which will be a unique 10 character alphanumeric code, (which can only be used once to setup the Account – this is also in the invitation email you received see step 1).
- Tick the 'I'm not a robot' box
- Click on the Redeem Code button.


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REDEEM YOUR INVITATION CODE

[Redacted] [Calculator icon]

[Redacted] [User icon]

[Redacted] [Envelope icon]

I'm not a robot  reCAPTCHA  
Privacy - Terms

Redeem Code

[Back to Login](#)


## Step 3: Account Details


- You will be taken through to a 'Setup your Account Details' page.
- You will be asked to enter:
  - ✚ Your Email
  - ✚ To confirm your email by entering it in again
  - ✚ A Password that you have chosen (requires 8 characters including: 1 uppercase letter and 1 symbol)
  - ✚ To confirm your password by entering it in again (PLEASE ensure you write down this password so that you do not forget it)
- You will then need to click on the '*Save Account Details*' button at the bottom of the page.


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SETUP YOUR ACCOUNT DETAILS

[Redacted]

Email 

Confirm Email 

Password 

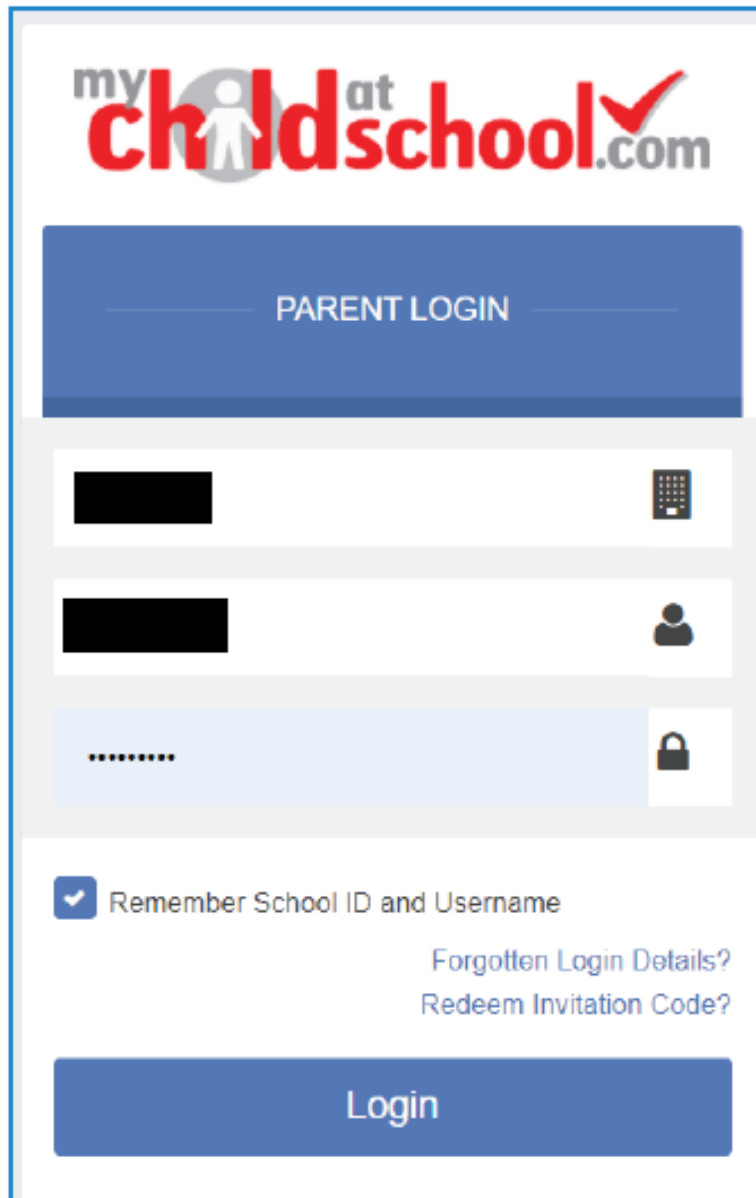
Confirm Password 

Save Account Details

## Step 4: Login

- You will now be able to Login using your new Login Details.
- Please enter the following information:
  - ✚ School ID: 11520
  - ✚ Username (can be found in the first invitation email you received)
  - ✚ Password (which you set up when you logged in online)

Tip: Click 'Remember School ID and Username' to speed up signing in next time.  
Please note: Only do this on trusted devices.



The screenshot shows the login interface for myChildschool.com. At the top is the logo with a child icon and a checkmark. Below it is a blue button labeled "PARENT LOGIN". The form contains three input fields: a School ID field with a numeric keypad icon, a Username field with a person icon, and a Password field with a lock icon and masked characters. There is a checked checkbox for "Remember School ID and Username". Below the checkbox are links for "Forgotten Login Details?" and "Redeem Invitation Code?". At the bottom is a large blue "Login" button.

## Step 5: Email Verification

- After successfully logging in you will be prompted to send a validation e-mail to the email address used to setup the account.

### User Login Validation Page



Thank you for setting up MyChildAtSchool user account retrieval details.

Clicking OK will send a validation email to the address listed below.



Click Back to change the details

Email Address



OK

Back

-  If the email address is correct, please click 'OK'.
  -  If you are required to enter your details, please ensure you enter the same email you did to setup your account.
- Once done, you must go back to your email account where you will receive an e-mail asking you to 'verify your e-mail address'.
  - Once you receive this e-mail you can click on the blue word '*Here*' to confirm.

### MCAS - Email Verification Inbox x

no-reply@mychildatschool.com

to me ▾

Dear MyChildAtSchool user,

Thank you for setting up your username and password.

Please click [Here](#) to verify your email – If you do not verify your email, you will not be able to retrieve a forgotten username or password on-line.

A pop-up reminder will appear every time you log into MyChildatSchool until you verify your email.

Please do not reply to this email as it is automatically generated.

Kind Regards

MyChildAtSchool.com

- Your browser will open a new window that should display the image below.
- This is confirmation that you have successfully verified your e-mail address.
- You can now close the window or select 'Login' to sign into your child's MCAS account.

