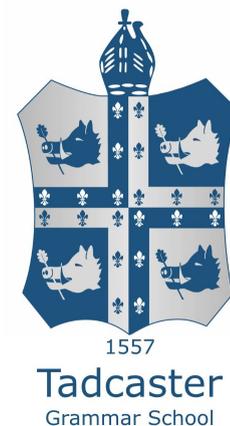


November 2019

Dear Parents and Carers



'My Child At School' access

You may be aware that the school has changed its Management Information System (MIS), which is a suite of systems that incorporates reporting, registration and recording of data relating to students. In the past there was parental access to student data through a system called 'ePortal', which allowed parents and carers to view assessment information, reports of behavioural incidents and attendance records relating to their child.

Our new MIS 'Bromcom', has a similar facility, which is called 'My Child At School'. We are very keen to provide access to this portal for all parents. We see it as an even more useful and informative system than its predecessor, and would like all parents to benefit from this communication with school.

Unfortunately, as we have a responsibility as a school to ensure that we meet our legal obligations relating to Data Protection, the process of distributing Usernames and passwords needs to be managed very carefully. We are currently undertaking a carefully controlled distribution of this information to parents, who should receive the relevant documentation in the post. We apologise if you have not yet received this information, but we do hope to complete the process by the end of this term.

Once you have received your access information, you should be able to login via the link on the school website, or through a dedicated 'MCAS' app which is also available.

We will shortly be sending you a link to an online 'consent' form too, which relates to the use of images of your child, as we need to update our records in the new system in this respect. Please could you respond to this upon receipt.

I do thank you for your patience. Please do not hesitate to contact me if you have any questions relating to this programme.

Mike Dunphy

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