

23 March 2021

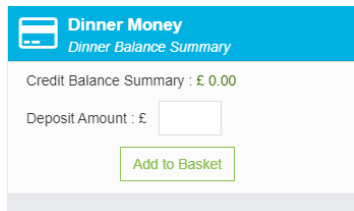
Dear Parents/Carers,

School Dinner Payments – My Child at School (MCAS)

From **Monday 19 April**, you will no longer be able to pay for school dinners, breakfast club and school trips using Tucasi, Scopay. Instead, we are requesting that you pay for these items via My Child at School (MCAS).

Paying for Meals using My Child at School

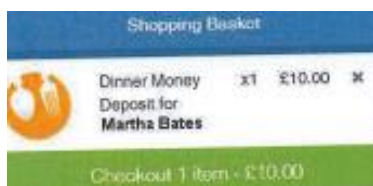
If you are already logged onto My Child at School, then all you need to do is go to the Dashboard and scroll down the page until you find the Dinner tab. You will then see a box like the one below:-



Enter the amount you want to pay for school dinners and click on the **Add to Basket** button, this will add a red number showing the number of items that have been added to the basket on the **Basket** icon that is displayed along the top toolbar.

Note: On logout the Basket will not retain any items that have been added to it, it will be emptied.

To continue and purchase items, click on the **Basket** icon.



To continue click on the green **Checkout** button and fill in the payment page information.

When complete click on the **Confirm & Pay** button, as with most online payments you may now be asked to confirm your details using the 3-D Secure Authentication functionality. When the transaction is complete a printable message will be displayed with the transaction details. Click the **Continue Shopping** button to go back or the Print button to print the transaction details.



Principal - Philip Allan
Walsh Avenue, Hengrove, Bristol, BS14 9SN
Tel: 01275 894 570 . www.oasisacademynewoak.org

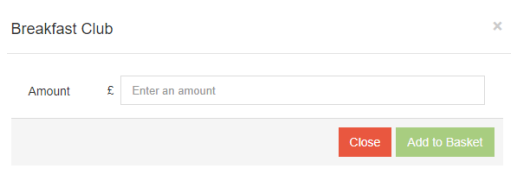
The **Dinner Money Widget** will now display the updated balance.



Order Details can be viewed under the **Payments History** option on the Account dropdown menu.

Paying for Breakfast Club

If you are already logged onto My Child at School, then all you need to do is go to the Dashboard and click on Wraparound Care on the left hand side.



Enter the **Amount** to be paid and click on the **Add to Basket** button. This amount will now be added to the **Shopping Basket**, when finished click on the **Shopping Basket** option and go to the **Checkout** to make the payment. To continue click on the green **Checkout** button and fill in the payment page information.

When complete click on the **Confirm & Pay** button, as with most online payments you may now be asked to confirm your details using the 3-D Secure Authentication functionality. When the transaction is complete a printable message will be displayed with the transaction details.

Click the **Continue Shopping** button to go back or the Print button to print the transaction details.



Paying for items via a PayPoint

There are quite a few options in the local area to pay by PayPoint with Nisa, P&H Superstore and Asda offering the service amongst others. You just need to let us know and we will issue you a letter with a barcode on.

If you are logging into My Child at School for the first time

To log into My Child at School, download the app by searching for My Child at School in your phones app store or by visiting <https://www.mychildatschool.com>.

Click on Redeem Invitation Code – please contact the school office if you do not have your login details

School ID – 11670

Username -

Invitation Code –

Password – it will prompt you to create your own

Please get in touch by email at info@oasisnewoak.org or telephone 01275 894570, if you need any assistance with either setting up My Child at School or paying for any items.

Yours sincerely,

A handwritten signature in black ink, appearing to read "H. Williams".

Hayley Williams
Office Manager

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