



29th June 2026

Subject: Important Update – Changes to Parent Communication

Dear Parents and Carers,

We would like to inform you of an important change to how we communicate with families.

From **Wednesday 1st July 2026**, we will be moving away from email as our primary method of communication and will instead use the **MCAS (My Child At School) Parent App** for most school communications. This change will help ensure that important information is delivered quickly, securely, and directly to you.

This transition follows recent issues with the reliability of email communications, where messages have not always been delivered successfully. Using the MCAS app will provide a more reliable and consistent way for us to ensure you receive important updates.

To receive messages, announcements, reminders, and other key updates from the school, it is essential that you:

- **Download and log in to the MCAS Parent App (if you have not already done so).**
- **Enable notifications for the MCAS app on your mobile device.**

Notifications can be enabled through your phone's settings:

For Apple (iPhone) users:

1. Open Settings.
2. Select Apps
3. Scroll down and select MCAS.
4. Tap Notifications.
5. Ensure Allow Notifications is switched on.

For Android users:

1. Open Settings.
2. Select Apps (or Applications).
3. Choose MCAS.
4. Tap Notifications.
5. Ensure notifications are enabled.

Please note that while email may still be used for certain communications, when necessary, the MCAS app will become our primary communication channel. We therefore strongly encourage all parents and carers to ensure notifications are turned on so that important messages are not missed.

Where families do not have an active MCAS app account, emails will continue to be used. If you experience any difficulties accessing the app, please contact the school office for assistance.

Thank you for your cooperation and support as we make this transition.

Yours sincerely,

Mr Butler
Principal