



9th September 2025

Dear Parents and Carers,

As you will be aware from a previous letter regarding payments we have moved to using the My Child At School (MCAS) app. This app will also be used for making lunch payments.

You will need to log on to MCAS and book and pay for lunches. You will not be invoiced for your lunches. When you log into the app you will be able to select the days your child will need a lunch and then pay at the point of order. Please only book a lunch for the days your child has been allocated for a lunch stay.

If you have any questions about this please do not hesitate to ask.

Kind regards

Mrs Becky Sawford
Headteacher
Crosshall Infant School



How do I sign up to MCAS?

Anyone with parental responsibility for a child at our school to sign up to our MCAS system. You will need to sign up with the e-mail address that we hold for you. Please enter our school postcode (PE19 &GG), pick our school from the list and follow the instructions on screen.

We highly recommend you watch the short parent introduction video on the trust website which takes you step by step through the process www.meridiantrust.co.uk/mcas.

The system will invite you to create a password for MCAS. Please note you will need to have a minimum of 8 characters, including an UPPERCASE, lowercase, a number and a special char (such as: !@£\$%&+-). For the first few days you will only see your child's class timetable until we enable additional features.

You can use a web browser via (www.mychildatschool.com) or you can download the MCAS parent app from the Apple and Android app stores.



How do I use MCAS to make payments?

Once you have logged into MCAS, on the homepage you will see a selection of widgets.

Item	Amount	Due Date
Year 1/2 Hunstanton - June 2024 for Jacob	£28.00	

This widget will show any trips, clubs, tickets that have been assigned to your child which require a payment to be made.

Date	Meal Details	Cost
19/07/2024	School Meal 1	£2.45
18/07/2024	School Meal 1	£2.45
17/07/2024	Packed Lunch	£0.00

The dinner detail widget shows what your child has had for lunch. Click 'More' to show the transactions in more detail. You can also click on the 'Dinners' heading on the website menu.

Credit Balance Summary : £ 15.10

Deposit Amount : £

[Add to Basket](#)

The Dinner Money widget shows your child's current dinner balance. If this is a negative number, please deposit a sum of money to clear off the debt as soon as possible.

Dinner payments

For your child to have a lunch provided at school, you will need to book a school meal each day as required and pay for it at the point of ordering.

Click into the Dinners section in MCAS. Here you will see a screen showing the days you can make a school meal booking for your child. You can make bookings for future weeks using the weekly drop down.

Monday 08/09/2025	Tuesday 09/09/2025	Wednesday 10/09/2025	Thursday 11/09/2025	Friday 12/09/2025	Saturday 13/09/2025	Sunday 14/09/2025
Menu Name: School Dinner Menu Set Items: School Main Meal	Menu Name: School Dinner Menu Set Items: School Main Meal	Menu Name: School Dinner Menu Set Items: School Main Meal	Menu Name: School Dinner Menu Set Items: School Main Meal	Menu Name: School Dinner Menu Set Items: School Main Meal		

When selecting the first meal you will need to top up your dinner balance to cover all of the meals you are wishing to pre-book. A school meal costs £2.50

Payment can be made via Debit/credit card, Apple Pay or Google Pay.