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# **My Child At School**

**Bromcom Parent Portal and App**

**How To Guide**



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# How to access your child's portal via the MyChildAtSchool.com website:

Before you begin, you must:

- A) Be registered on our system as having Parental Responsibility (PR) for your child
- B) Have an email address registered with us for your child

From your web browser on any PC, Tablet or phone with internet access, go to the following website:

[www.mychildatschool.com](http://www.mychildatschool.com)

In the 'Parent Sign Up' section you will be asked to enter the School Post Code or School ID:

Enter our school postcode: L4 6SH

This will automatically populate the second box with our school details

my child at school.com

PARENT SIGN UP

Enter School Post Code or School ID

L4 6SH

Alsom High School (14385)

Continue

Back to Login



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# How to access your child's portal via the MyChildAtSchool.com website:

You will then be asked to enter your email address.

***This must match the email address we have on our system which you will have provided on your child's admission form.***

If you do not have an email address registered with us as part of your contacts, the system will not let you any further.

Please email the school office at [office@alsophigh.org.uk](mailto:office@alsophigh.org.uk) with the following info:

Your child's name, your child's date of birth, your name, your home address we have on the system and what email address you would like registering.

We will register your email address within 48 hours and you are to then repeat the above steps.

my child at school.com

PARENT SIGN UP

Email

Sign Up

Back to Login



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# How to access your child's portal via the MyChildAtSchool.com website:

If the email address you entered is registered on our system, you will be emailed a One Time Passcode from [no-reply@mychildatschool.com](mailto:no-reply@mychildatschool.com)

You will then be asked to create and confirm a password of your choice.

The screenshot shows an email notification from 'no-reply@mychildatschool.com' with the subject 'One Time Passcode for MyChildAtSchool'. The email body contains the text: 'One Time Passcode for MyChildAtSchool Please use below one time passcode to create your MyChildAtSchool account One Time Passc...'. Below the email is a screenshot of the MyChildAtSchool.com website. The website has the logo 'my child at school.com' and a blue button labeled 'PARENT SIGN UP'. Below this is a form with the label 'Enter one time passcode' and a text input field containing 'One Time Passcode'. At the bottom of the form is a blue button labeled 'Verify'.

The screenshot shows the MyChildAtSchool.com website. The logo 'my child at school.com' is at the top. Below it is a blue button labeled 'PARENT SIGN UP'. Underneath is a form with two input fields: 'Enter Password' and 'Confirm Password'. At the bottom of the form is a blue button labeled 'Create Password'.



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# How to access your child's portal via the MyChildAtSchool.com website:

You will then be taken to your child's Dashboard where you can access the following:

- Today's Attendance
- Your child's Classes and Timetable
- Your child's Behaviour Log
  - **Positive** – House Points
  - **Negative** – RTL Behaviour Points
  - **Neutral** – Exit / Toilet passes from lessons
- In Half Term 3 we will be utilising the **Announcements** feature to communicate directly with parents

**Attendance**  
Is [ ] at school? [More](#)

No Attendance data found

**Announcements**  
[More](#)

No Announcements data found

**Behaviour**  
[ ] recent behaviour [More](#)

Date	Description	Status
15/12/23	Excellent Attitude to Learning - House Points	✓
15/12/23	Consistently upholds Alsom Learning Habits	✓
13/12/23	Excellent Attitude to Learning - House Points	✓
13/12/23	Consistently upholds Alsom Learning Habits	✓
12/12/23	Excellent Attitude to Learning - House Points	✓

**Detentions**  
[ ] recent detentions [More](#)

No Detentions data found

**Classes**  
[ ] Classes

Class Name	Class Details	Attendance
Tutor Group	Ms T Haworth	94%
Art	Mr J Collis	81%
Computing	Mrs P Bennett	85%
Design Tech	Mrs P Jones	100%
English	Mr L Price	91%
Geography		





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# How to access your child's portal via the MyChildAtSchool.com website:

myChildAtSchool.com Alsom High School

Dashboard Homepage and Launchpad

YOU ARE HERE: Dashboard

**Attendance** Is [ ] at school? [More](#)

No Attendance data found

**Announcements** [More](#)

No Announcements data found

**Behaviour** [ ] recent behaviour [More](#)

Date	Description	Status
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**Classes**

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Geography		

**Detentions** [ ] recent detentions [More](#)

No Detentions data found

Dashboard

Data Collection Form

Announcements

Attendance

Behaviour

Detentions

Timetable

Academic Calendar

Curriculum

Assessment

To access more information about each section you can:

Click on the 'More' button in the top right corner of each widget


Click on the heading down the Menu List on the left hand side



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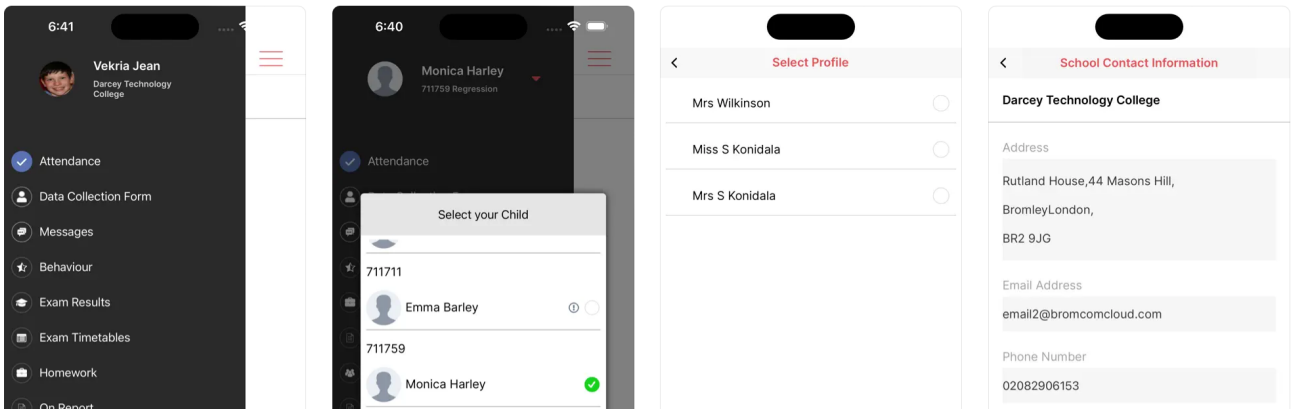
# How to access your child's portal via the MyChildAtSchool App:

App Store Preview



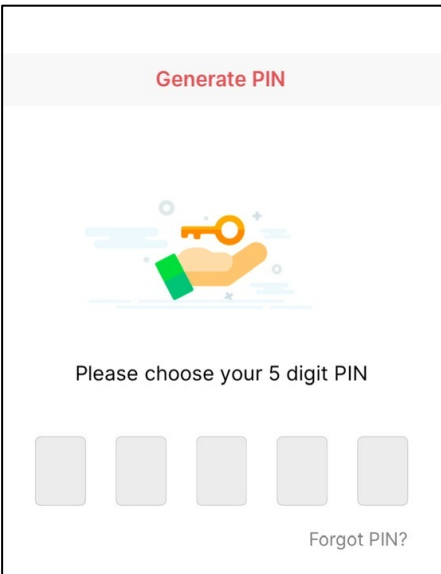
**MyChildAtSchool** 4+  
Bromcom Parent Portal  
Bromcom Computers Plc  
Designed for iPhone  
#84 in Education  
★★★★★ 4.3 • 54.9K Ratings  
Free  
[View in Mac App Store](#)

iPhone Screenshots



You can also download the MyChildAtSchool App from the Apple App Store or Google Play Store.

When you install the App you will be asked to enter a 5 digit PIN





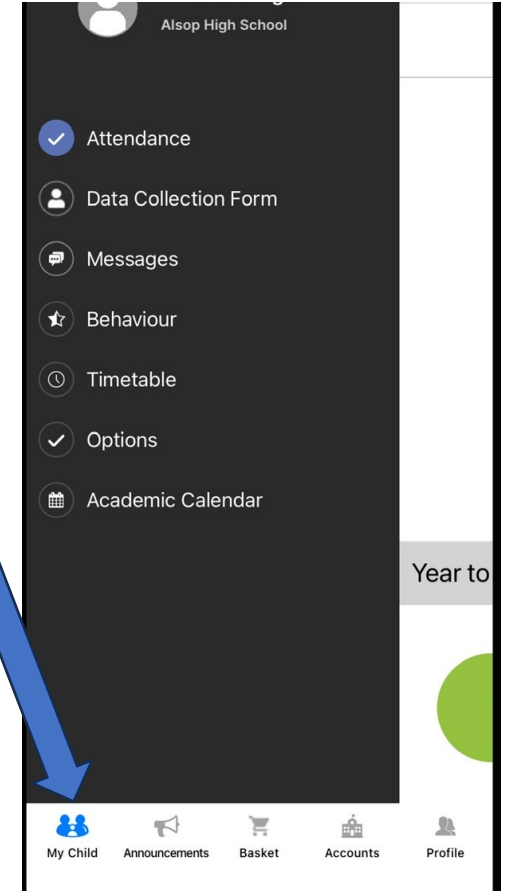
# How to access your child's portal via the MyChildAtSchool App:

Once you have entered the 5 digit PIN you will be asked to enter your email address and password.

If you register for the App first and do not use the Website Portal, you will need to click on '**Sign Up**' it will direct you to the website to complete the verification process.

If you have already registered via the Website Portal then you just need to click '**Add**' and it will register you and take you to your child's account

The same functions are available in the App as the Portal by clicking on the '**My Child**' icon bottom left.







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The following guide provides a comprehensive overview of the Bromcom App: [MyChildAtSchool \(MCAS\) Guide](#)

We will be rolling out further functionalities within the system over the course of the next Term and will keep you updated on the progress with this.

If you have any queries regarding the My Child At School Portal, please contact the school office and a member of our Team will respond to you within 48 hours.