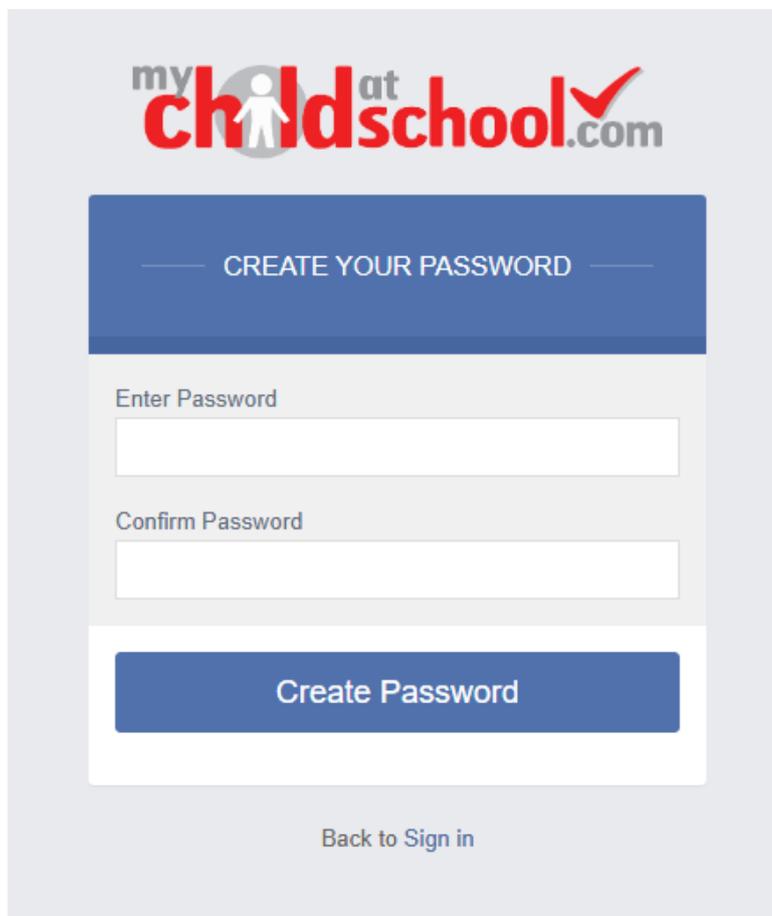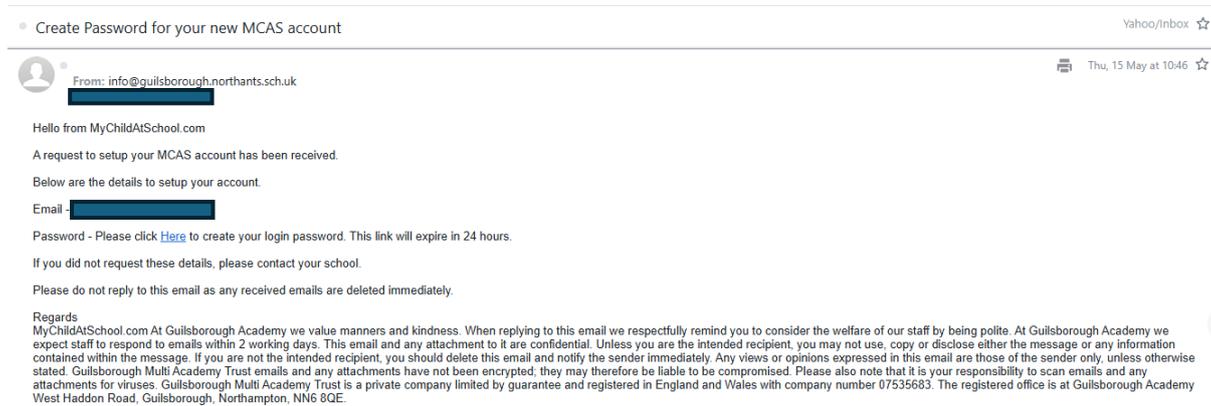You will have received an email from My Child at School (Bromcom) asking you to create a password – this comes from info@guilsborough.northants.sch.uk.

Guidelines below when using a computer to access MCAS



**Password must have:**
**8 or more characters.**
**1 uppercase character.**
**1 numeric character.**
**1 special character.**
**1 lowercase character**

**CREATE YOUR PASSWORD**

*Password created and confimation email sent*

Back to Sign in

Go back to sign in



**PARENT LOGIN**

☑ Remember Email Address

Reset Password

Sign Up

**Login**

v5.2024.9264.29387          Powered by **Bromcom**

There are 3 lines at the top of the screen which will give you the side bar

Click on admission form, you need to read the home school agreement before moving on



Once completed there is an arrow at the bottom to click
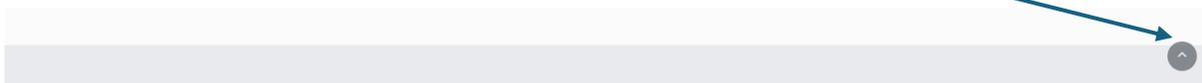


This will allow you to add parental consents and personal details

2 contacts are needed for safeguarding purposes – at the bottom of the page you can add an Additional contact



Click back on admission form and this will take you to confirm parental consents – each one has to be completed, click on arrow at the bottom of page and takes you to the top to SAVE
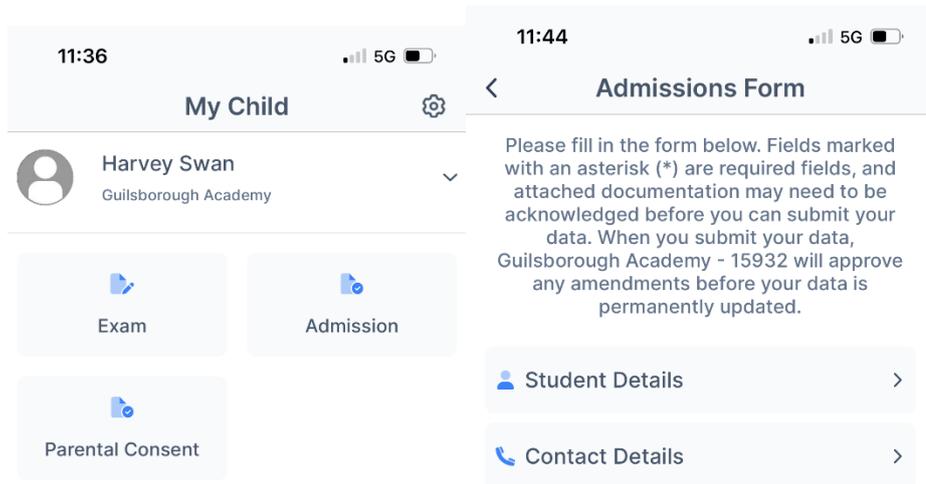


Parental Consents – click yes or no to confirm (This can take a while to come up)

When using the app – you see the below

## My Child ⚙️

👤 **Harvey Swan**
Guilsborough Academy   ⌄

📝
**Exam**

📄✓
**Admission**

📄✓
**Parental Consent**

👤 My Child    🔔 Announcements    💬 Messages

---

‹   **Admissions Form**

Please fill in the form below. Fields marked with an asterisk (*) are required fields, and attached documentation may need to be acknowledged before you can submit your data. When you submit your data, Guilsborough Academy - 15932 will approve any amendments before your data is permanently updated.

👤 Student Details       ›

📞 Contact Details       ›

---

## Contact details

‹   **Profile**

Title
[ Select ]

First Name *
[ ]

Middle Name
[ ]

Last Name *
[ ]

Honours
[ ]

Salutation
[ ]

Relationship *
[ Select ]

Priority *
[ Select ]

Preferred Form of Written Contact
[ Select ]

[ Previous ]   [ **Next** ]

---

## Add additional contact using the + sign

‹   **Additional Contacts**    +

[ Previous ]   [ **Complete** ]

---

## Parental consent view

‹   **Parental Consent**

**Manage Your Consents**

Allow all of them    ⭘

Please call the school or visit reception to revoke any parental consent.

**Biometric Consent**
Guilsborough Academy have welcomed our new Catering Provider "Innovate Foods". As part of this offering, have introduced biometric recognition for students, so they are able to purchase food in our canteens using their fingerprint. Payments will continue to be made through Parent Pay.
⭘      No, I don't give consent

**Copyright Permission**
Copyright Permission
⭘      No, I don't give consent

**Data Exchange**
Under data protection law, individuals have a right to be informed about how the school uses any personal data that we hold about them. We comply with this right by providing