



St Laurence School

Care Inspire Succeed

MyChildAtSchool (MCAS) Parent Payments Guide

A guide to online payments for
meals, trips and school items





Getting Started & Adding Dinner Money

1. Getting started

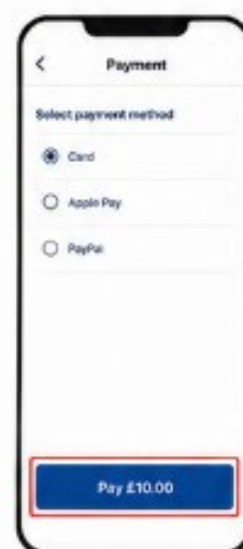
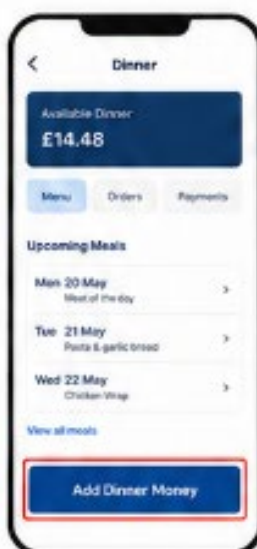
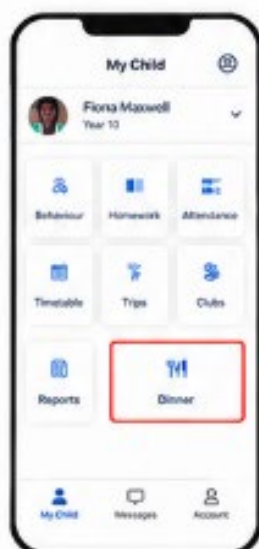
- Open the MCAS app or visit www.mychildatschool.com.
- Sign in using your registered email address and password.
- If you have more than one child linked, select the correct student from the dropdown.



Your available dinner balance is shown in the Dinner area of MCAS.

2. Add dinner money

- 1 On the My Child dashboard, open "Dinner".
- 2 Select "Add Dinner Money".
- 3 Enter the amount and choose "Add to Basket".
- 4 Open your basket and select "Checkout".
- 5 Choose your payment method and complete payment.



Need help?

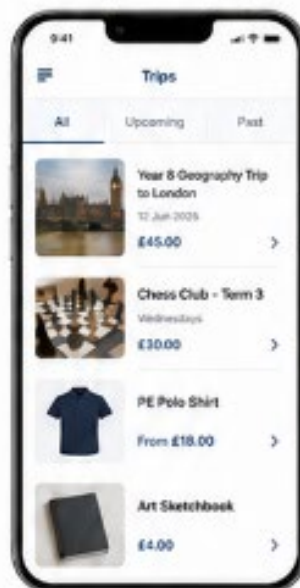
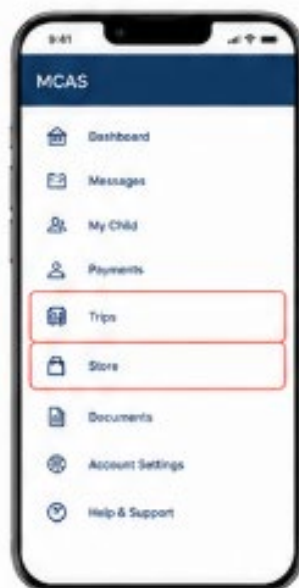
For support with MCAS, please contact the School Office or visit the MCAS Support Centre: support.mychildatschool.com



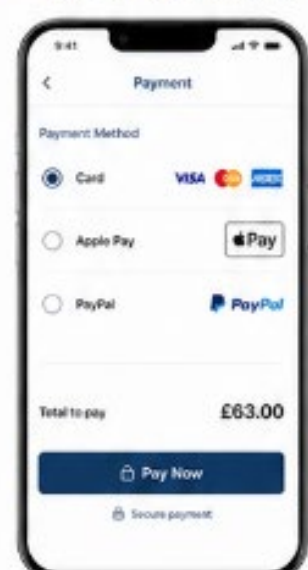
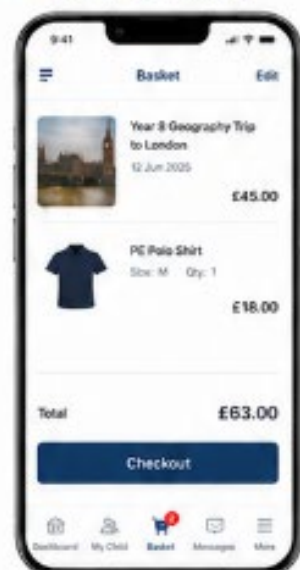
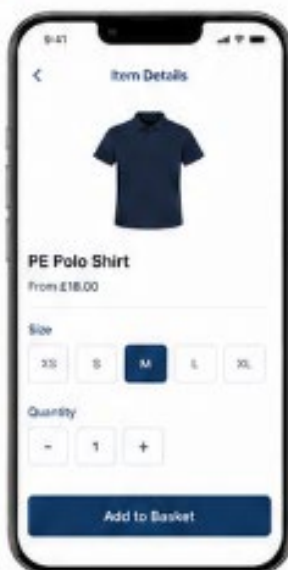
Paying for Trips, Clubs & School Items

Payments for trips, clubs and selected school items can be made in MCAS.

- 1 Open "Trips" or "Store" from the menu.
- 2 Select the trip, club or item you want to pay for.
- 3 If options are shown, choose the required option or instalment.



- 4 Select "Add to Basket".
- 5 Open the basket and choose "Checkout".
- 6 Choose your payment method and complete payment.



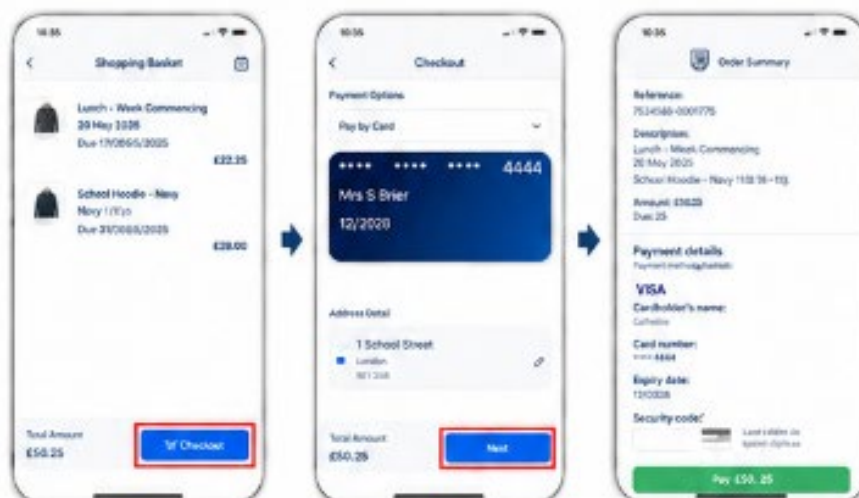
Some items may offer instalments or limited choices such as size or quantity.



Checkout, Saved Cards & Order History

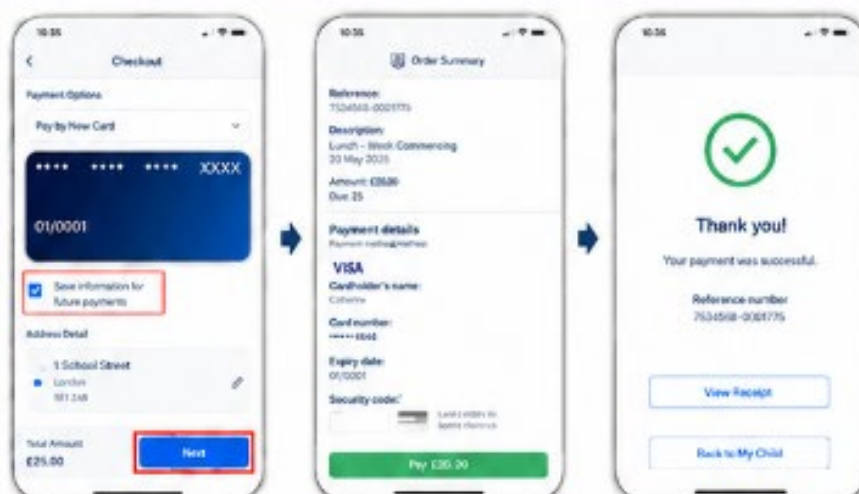
1 Checkout

- When you are ready to pay, open your basket and select **"Checkout"**.
- Review the items in your basket before continuing.
- Choose a payment method and follow the on-screen steps to complete payment.



2 Saving a new card

- At checkout, you can choose a saved card or select **"New Card"**.
- If you want to use the card again, tick the option to save it for future payments.
- Complete the order summary screen to finish your payment.



3 View previous payments

- Go to **"Settings"** and then **"Financial"** or **"Order History"**.
- Use filters if you want to view one payment method at a time.
- If you need help, please contact the school office.

