



Cannon Park Primary School

Bransford Avenue, Coventry CV4 7PS

'At Cannon Park School, We Encourage Excellence and Enjoyment by...
Being our Best, Caring for All in a Safe Environment, Every Day!'



Head Teacher: Mr. Tom Ray

Tel: 024 76414683

E-mail: admin@cannonpark.coventry.sch.uk

Website: www.cannonpark.coventry.sch.uk

Tuesday 19th September 2023

Dear Parents,

Re: Communication - **My Child At School.**

Last year, the school has moved over to a new management information system. This has led to the school introducing a new method of communicate, My Child At School (MCAS). By now, all parents/carers will have received account invites to MCAS. As a result, the school are no longer using Pay360 or Schoolcomms.

How will the school communicate with parents and carers?

My Child At School (MCAS) will be used as the main form of communication. We would encourage you to download the app as notifications through this are instant. This is where you will find all information on clubs and trips, as well as the weekly newsletter and any other important documents. If you have the MCAS app downloaded, text messages will appear in the app as a 'push notification'. Further information, including a guide from the provider, can be found at the school website under: <http://www.cannonpark.coventry.sch.uk/mcas/>

In addition to using the app, the school will of course continue to speak to parents/carers on the playground, in the school office, and over the phone.

How will parents/carers communicate with school?

Text message	Please ensure that you update the school number to 07860054534 on your phones.
Email	admin@cannonpark.coventry.sch.uk
Phone	02476414683
In person	Please speak to your child's class teacher in the first instance. In addition, the school office is open from 8:30 - 16:00 and must always be informed of absence.
My Child At School (MCAS)	The app has a return messaging system that we will be turning on for a trial period from Monday 25 th September until the end of this half term. This will be checked periodically through the day.

If you have any problems with access or have any issues while using the app, please email the school office on admin@cannonpark.coventry.sch.uk

Kind regards,

Mr Wood
School Business Manager