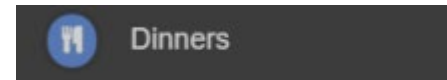


## My Child at School (MCAS) – Online Payments and Dinner Money Parent Guide

This guide explains how to use the Online Payments and Dinner Money features via MCAS using a web browser. These features within the MCAS App will also be available, but screen shots shown below will look slightly different.

### Dinners

The Dinners option is accessible from both the Menu Bar and a Widget.



Dinners

The Dinner Detail Widget, displays the last Meals that have been taken.

Dinner Detail Emma's recent meals			More
Date	Meal Details	Cost	
07/02/2020	Vegetarian	£0.00	

Clicking on the **More** button will display the last **Meals** taken and the **Dinner Money Payment Details**

Dinners			YOU ARE HERE: <a href="#">Dashboard</a> > <a href="#">Dinners</a>
Transactions between: 01/01/2019 and 18/02/2020			
Dinner Date	Meal Detail	Cost	
07/02/2020	Vegetarian	£0.00	
Payment Date	Payment Detail	Amount	
21/01/2020 11:09:18	Dinner Money Deposit for Emma Adesiyen	£3.00	
21/01/2020 11:06:51	Dinner Money Deposit for Adesiyen Emma	£5.00	

### Dinner Money


The **Dinner Money** option is accessible only as a **Widget** in a web browser.

The **Widget** displays the current **Credit Balance Summary** and gives the option to top-up the **Balance**.

Dinner Money	
Dinner Balance Summary	
Credit Balance Summary : £ 21.00	
Deposit Amount : £	<input type="text"/>
<a href="#">Add to Basket</a>	

To do this enter the amount in the **Deposit Amount** box and click the **Add to Basket** button.



The **Shopping Basket** icon  on the top bar will now display that you have 1 item in the **Basket**, click here to open the **Basket** and view the contents, the item can be removed by clicking on the **X** to the right.

To continue click on the green **Checkout** bar at the bottom to page, which will open the **Shopping Basket**.

Here you can click the **Continue Shopping** button to open the **School Shop** and add more items, the **Clear Basket** button to empty the **Basket** or the **Checkout** button to continue and make your payment.

**Shopping Basket** *Your shopping basket* YOU ARE HERE: [Dashboard](#) > [Shopping Basket](#)

[Continue Shopping](#) [Clear Basket](#) [Checkout](#)

Shopping Basket		Quantity	Price	Action
	Dinner Money Deposit for <b>Adesiyan Emma</b>	1	£10.00	<a href="#">Remove</a>
<b>Total Price:</b>			<b>£10.00</b>	

Enter your **Payment Details** on the following page, once verified and paid a **Confirmation** message will be given and the **Credit Balance Summary** updated on the **Widget**.

**Thank you. Your payment of £10.00 has been received.**

Order ID: 40007-0000104 | Transaction ID: C75CBE2C-7693-F6B7-552B-39CA3D1A02BE

[Continue Shopping](#) [Print](#)

**Dinner Money**  
*Dinner Balance Summary*

Credit Balance Summary : **£ 21.00**

Deposit Amount : £

[Add to Basket](#)

## Clubs & Trips

The Clubs & Trips option is accessible from both the Menu Bar and a Widget.

The Widget displays the current Clubs & Trips for the Student and any that are available to be booked.

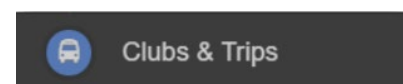
**Clubs & Trips** *Emma's upcoming clubs & trips* YOU ARE HERE: [Dashboard](#) > [Clubs & Trips](#)

Emma's Clubs & Trips

Club Name	Teacher	Next Session	Start Time	Room	Cost/Balance		
Chess Club	Mr B Armour	18/02/2020	15:00	521	£0.00	<a href="#">✉</a>	<a href="#">Q</a>
Movie Club	Mrs J Janice	21/02/2020	00:00		£10.00	<a href="#">✉</a>	<a href="#">Q</a>

Available Clubs & Trips (click or tap a club to view more details and sign up) ☐ Hide fully booked events

Club Name	Teacher	Next Session	Weekday	Start Time	Duration	Cost	Spaces Available	
Lacrosse	Mr C Tallor	21/02/2020	Fri	04:00	60	£0.00	18	<a href="#">Q</a>



**Clubs & Trips**  
*Emma's upcoming clubs & trips* [More](#)

**Chess Club** with Mr B Armour on 18<sup>th</sup> February 2020 at 15:00 for 60 minutes in 521

**Movie Club** with Mrs J Janice on 21<sup>st</sup> February 2020 at 00:00 for 180 minutes

Clicking on a **Club** in which the **Student** is already a member will display details for that **Club**.

Clicking on a **Club** that is available will open the booking details – this will allow you to Enrol Now. If the **Club** is a **Free Club** the student will be enrolled and this **Club** will be added to the current Clubs list. If the Club is to be paid for the amount due will be displayed with an **Add to Basket** option.

Some **Clubs** will give the option to select preferred days – click on the days the **Student** is to attend the sessions, these will display a green tick in a circle. When finished click on the **Enrol** button.

A **Confirmation** message will be shown – click on **Proceed** button to continue, the **Club** will then be added to the current **Clubs** section with the amount to be paid. Click on **Add to Basket** button to pay.

Type: Club Main Teacher: Ms C Andrews

Club Name: Red Hot Chili Club

Description: Spicy Cookery

Next Session: Wed 04/03 Places: 10

Start Time: 16:30 Spaces Available: 10

Session Length: 120 mins Cost Per Session: £5.00

Sessions: ☒ Spaces Available ☐ Session Full ☐ Enrolled/Booked Sessions ☐ Unavailable

Use the grid below to select each session you would like your child to attend. When you click 'Enrol', your child will be enrolled into all the sessions you have chosen.

Week Beginning	Tuesday	Wednesday	Thursday
17/02			
24/02			
03/03			
09/03			
16/03			
23/03			
30/03			
06/04			
13/04			
20/04			
27/04			
04/05			
11/05			
18/05			
25/05			
01/06			
08/06			
15/06			
22/06			
29/06			
06/07			
13/07			
20/07			

[Enrol](#) [Close](#)

**Clubs & Trips** *Emma's upcoming clubs & trips* YOU ARE HERE: [Dashboard](#) > [Clubs & Trips](#)

Emma's Clubs & Trips

Club Name	Teacher	Next Session	Start Time	Room	Cost/Balance		
Chess Club	Mr B Armour	18/02/2020	15:00	521	£0.00	<a href="#">✉</a>	<a href="#">Q</a>
Lacrosse	Mr C Tallor	21/02/2020	04:00		£0.00	<a href="#">✉</a>	<a href="#">Q</a>
Movie Club	Mrs J Janice	21/02/2020	00:00		£10.00	<a href="#">✉</a>	<a href="#">Q</a>
Red Hot Chili Club	Ms C Andrews	04/03/2020	16:30	N50	-£65.00	<a href="#">Add To Basket</a>	<a href="#">✉</a>