Ardmore House
Help, Care, Support

2nd November 2026

Dear Parent (s) / Guardians (s),

C2K (under the direction of the Education Authority) are switching all schools to a new application replacing SIMS called Bromcom. Student details, including parents' and guardians' contact details will automatically transfer across on **the official 'Go Live' day – Tuesday 17th November** and a My Child At School (MCAS) account will be generated for parents. The school will communicate with you through MCAS.

Please read the following carefully:

The MCAS App can be accessed via:

- **Web Portal:** Log in online at MCAS Web Parental Portal – hit 'Sign Up' and continue with login
- **Apple iOS App:** Download on the Apple App Store for iOS devices – hit ACTIVATE (bottom of the screen). Enter the School's ID number – 4310019 and continue.
- **Android App:** Download on Bromcom. MCAS for Google Play - hit ACTIVATE (bottom of the screen). Enter the School's ID number – 4310019 and continue.

Please ensure and note:

- The school has your correct email address, and you use this one to set up the app.
- If you have more than one child attending the school, each record should have the same email address.
- **You will not be able to login until the 17th November** when your parent account will be generated. Please ensure you **ENABLE NOTIFICATIONS on the MCAS App.**

If you are unable to access your account, please contact the school between Wednesday 18th November – 20th November between 11am -12noon or 2.00pm – 3.00pm where someone will take your details and get back to you.

Detailed help sheets are available attached to this email.

Yours Faithfully
Jenni Reid

Bromcom SMS Lead on behalf of Mrs Spence, Acting Principal.

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