

8th December 2017

JCO/VLU/Bromcom

Dear Parent/Carer

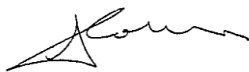
For the last month, we have been replacing our current school information system, ePortal, with a new system called Bromcom which will be accessible through the new parent portal called 'My Child At School' (MCAS). We are confident that MCAS will help us to improve our communication and information sharing with Parents/Carers even further in the future.

Your new log in details and instructions on how to access the system will be emailed to you next week. Every Parent/Carer who currently has a log in for ePortal will be automatically issued with a replacement individual Bromcom log in.

If you require us to update your email contact details, please email the changes to **bromcom@leighacademy.org.uk** as soon as possible to request an update to your records. It is essential we have your current email contact details to be able to set up your account and that you inform us of any changes throughout the year as the system relies on email communication. If you prefer not to be contacted by email, please contact your College admin, and we will arrange for a paper copy of the login details to be sent home.

Thank you in advance for your co-operation, support and patience. We do hope you find the new system easy to access and use. If you have any feedback or suggestions, please do not hesitate to contact us via the email above.

Yours faithfully



Julia Collins
Academy Principal