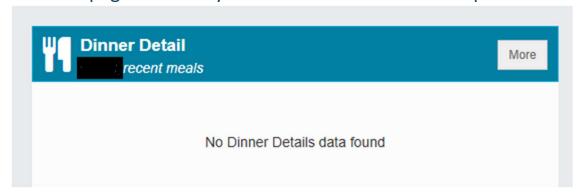
Booking School Meals on MCAS (My Child at School)

We ask that parents/carers order school meals for their children in advance. This supports the Admin and Catering team to reduce food wastage and at the same time ensure that meal selections can be met. The latest you can pre-book is 1 day before so please ensure you plan ahead. Please contact the office if you experience any issues.

The current menu can be found on our school website or you can view each option on the MCAS app for each day.

Log in to your MCAS portal:

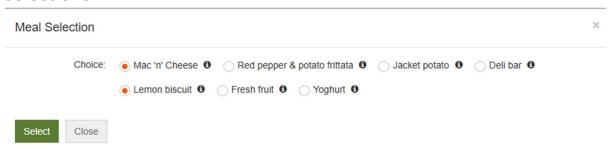
On front page of MCAS you will see the Dinner Detail panel:



Click on the 'More' button and you will see the following layout:



Click on the day you wish to select a meal and you will see the meal selections:



Select a main option from the 1st line & a dessert from the 2nd line then click on 'Select' to confirm. The selection for that day will then be highlighted in green:



You can work your way through the term dates by selecting from the drop down, or clicking on the 'next week' button, booking for each day you want to pre-book a meal:



You will then need to make payment – please refer to the MCAS Parent guide page 19 & 20 for instructions. The link to the guide can be found on our website.

If your child is in Reception, Year 1, Year 2 or entitled to free school meals you will not need to make payment.

If you think your child is eligible for free school meals, please apply through the <u>Citizen Portal</u>

(https://oneonline.devon.gov.uk/CCSCitizenPortal_LIVE) which is the quickest and easiest way to apply and will result in you getting an instant decision. Please contact the school office if your application is successful.