



Trevelyan Middle School

Values: Our "what" Curiosity • Resilience • Innovation • Responsibility

Ethos: Our "how" Inspire Challenge Grow

Parent/Carer Newsletter 16th Oct 2025

Pupil Portal login instructions

Step 1: Go to the Student Portal Website Login Page

Pupils log in through the **Bromcom Student Portal**, not the MCAS parent site.
The link is as follows:

-  <https://www.bromcomvle.com>

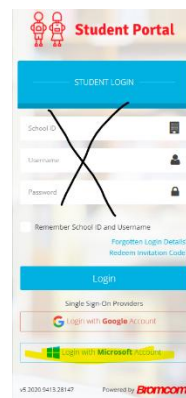
App for Pupils

There is a separate app that can be found by searching "**Bromcom Student App**" on the app stores
you can download - or:

- Pupils generally use the Student Portal via a web browser on any device (phone, tablet, or laptop).
- The site is fully mobile-optimised, so it works like an app once saved to the home screen.

Step 2: Choose "Login with Microsoft"

1. On the login screen, select "**Login with Microsoft.**"
2. A Microsoft sign-in window will appear.



Step 3: Enter the Student's School Email Address

Each pupil's email address follows this pattern: [Year number][Surname][First initial]@trevelyan.org.uk

Examples:

Year	Example Student	Example Username
Year 8	Sam Jones	24jones@trevelyan.org.uk
Year 7	Olivia Smith	25smitho@trevelyan.org.uk
Year 6	Harry Patel	26patelh@trevelyan.org.uk
Year 5	Emma Brown	27browne@trevelyan.org.uk
Year 8	Sophie Clarke-Evans (<i>hyphenated name</i>)	24clarke-evanss@trevelyan.org.uk
Year 7	Jack De La Rue (<i>double-barrelled / multi-part surname</i>)	25delaruej@trevelyan.org.uk



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 **Tip:** The numbers at the start show the number allocated to each year group. Year 5 is 27, Year 6 is 26, Year 7 is 25, Year 8 is 24.

For hyphenated or double-barrelled surnames, include all parts of the surname **exactly as used in the school's records**, keeping any hyphens.

Step 4: Enter the Student's Password

Use the **same password your child uses to log in to:**

- School computers
- Microsoft Teams, or
- Sparx Maths

If your child can't remember their password, they can **reset it through the school IT department**.

Step 5: Access MCAS

After signing in:

- You'll be taken straight to your child's MCAS dashboard.
- From here they can view:
 - Timetable
 - Homework (also the platform to submit homework)
 - Attendance
 - Reports

Troubleshooting Tips

Issue	What to Do
 "Login failed"	Double-check the username — make sure it includes @trevelyan.org.uk and matches the spelling of the surname.
 "Password incorrect"	Try the same password used for Teams or school computers . If still not working, contact the computing teacher for a new password .
 Stuck on loading screen	Close the tab/app, reopen, and try again.
 App login issue	Make sure the app is the official "MyChildAtSchool" by Bromcom and updated to the latest version.



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Key dates for your diary for next term

- Fri 17th Oct: Author Visit
- Sun 19th Oct: Swimathon
- Fri 24th Oct: PTFA Fireworks (*book via ParentPay*)
- **Sat 25th – Sun 9th Nov – Half term**
- Mon 10th Nov – School starts at 8.25am
- Tues 11th Nov – Assessments all year groups
- Wed 19th Nov – 4-7pm Year 7 Parents/carers evening
- Fri 5th Dec – Choir at Saville Gardens
- Fri 19th Dec – 12 noon finish & mufti (£1 for charity)

NB: We will make every effort to ensure the events outlined remain on the dates shared. However, occasionally changes may be unavoidable, and if this happens, we appreciate your patience and understanding.

Parent / Carer Survey

We value your opinion and would love to hear your thoughts.

Please take a few moments to complete our short survey using the link below.

Your feedback is incredibly important to us and helps shape the way we support and communicate with our families.

Thank you for being a vital part of our school community.

<https://edurio.com/poll/33rzdBqYoevPKhqGBK7SNomP1S9>

Reminder- Please remember that our school is a nut-free environment. **We ask that all snacks and packed lunches be completely nut-free**, as we have pupils with severe airborne nut allergies. Your cooperation helps us keep every child safe. Thank you for your understanding and support.

Update on My Child at School (MCAS)

We would like to clarify that parents and carers can view all homework set for their child through the MCAS portal. However, students must use their own student portal to upload completed assignments.

Please note that homework will remain visible to parents and carers on MCAS until the due date has passed. This means you can continue to view upcoming homework tasks and support your child in managing deadlines.

All pupils have been shown how to upload homework during their computing lessons. If your child is having trouble with this or if you have any further questions, Mr Daly is available to provide support. Thank you for your continued engagement in your child's learning.

Punctuality – Thank you for your support

We would like to thank all of our parents and pupils for your continued support in ensuring a smooth start to the school day. Since the beginning of the academic year, we have seen a significant decrease in lateness.

In the first week of term, we had an average of 25 pupils arriving late to school per day. On one day we had 56 pupils arriving late to school.

This week, we have seen an average of 5 pupils per day arriving late. This positive change makes a real difference, helping all our children settle quickly and engage in their learning right from the start of the day.

Thank you once again for your efforts, and let's keep working together towards our goal of zero lates!