



WYMONDHAM COLLEGE

A World Class State Boarding and Day School

Principal: Emma Arrand BA (Hons), FCCT, QTS

14 October 2025

Dear Parents and Carers

I am writing to inform you, as part of our commitment to improving efficiency and user experience, we will be transitioning from **WisePay** to **MyChildAtSchool (Bromcom)** over the **October half term**.

This change will affect how you make payments for the following:

- **Clubs and Trips**
- **Products** (such as revision materials, resources)
- **School lunches**

Why are we making the change?

When we moved from SchoolBase to Bromcom earlier this year, we did so with the intention to reduce the number of systems used by Wymondham College and in turn, our parents/carers. The transitioning of our payment system from WisePay to MyChildAtSchool (Bromcom), supports this intention. The new system will allow for more efficient processing of payments, better management of refunds, and a more streamlined user experience.

What is the timeframe for the change?

From **18 October 2025**, you will no longer be able to make payments via WisePay. You will still be able to view your existing WisePay balances until **27 November 2025**. This gives you time to check any outstanding amounts or confirm previous transactions.

From the **20 October 2025** we will be working behind the scenes to ensure that all outstanding balances on WisePay are transferred over to MyChildAtSchool (Bromcom) and are accurately reflected on your child/children's account. This will include any payment schedules for clubs and trips.

If you need any specific information or reports from WisePay (e.g. payment history), please contact the **College Office**, who will be happy to assist.

We will write to you during the October half term to confirm that we have published the payment sections on the **MyChildAtSchool (Bromcom)** app, at which point you will be able to make payments to your child's account. We will communicate to you when we do this and will also provide further guidance on how you are able to make payments via MyChildAtSchool (Bromcom) app.

Golf Links Road, Wymondham, Norfolk, NR18 9SZ

01953 609000
01953 603313

enquiries@wymcol.org
www.wymondhamcollege.org



Wymondham College is a member of the Sapientia Education Trust, a charitable company limited by guarantee, registered in England and Wales with company number 7466353.

Next steps

If you have not yet activated your MyChildAtSchool (Bromcom) account, please do so as soon as possible. If you need help with activation or login details, please contact the College Office.

FAQs

We understand that changes to systems can raise questions. To support you through this transition, we have attached a Frequently Asked Questions (FAQ) document. This includes guidance on how to use MyChildAtSchool (Bromcom)

We appreciate your cooperation and understanding as we make this important change. Our goal is to provide a more streamlined and user-friendly experience for families, and we are confident that MyChildAtSchool (Bromcom) will help us achieve that.

If you have any questions or concerns, please don't hesitate to get in touch with the College Office.

Kind regards

Dan Halls
Head of Operations

Migration from WisePay to MCAS Payments

Why are payments changing from WisePay to MCAS?

We are moving payments from WisePay to MCAS to improve the payment process for parents. The new system will allow for more efficient processing of payments, better management of refunds, and a more streamlined user experience.

What will happen to any credit on my child's account for lunches?

Any credit on your child's lunch account on WisePay will automatically be transferred onto MCAS.

What will happen to any instalments I have already paid for trips later this year/next year?

Any instalments already paid for trips and visits will automatically be transferred onto MCAS.

How will this show up on MCAS?

The modules will be displayed on the main login page as:

- Dinner money – for lunches
- Clubs and trips – all College trips and clubs including Wymondham Life
- Products – this will be for all resources [purchased through the College](#)

How do I view and add lunch money?

On the MCAS dashboard, select 'Dinner money'

- The blue wallet at the top of the Dinner screen displays the available dinner money balance.
- Click on the **Add Dinner Money** button.
- Enter the amount you would like to add to the dinner wallet and click **Add to Basket**.
- Once you have added it to the Basket, you will be taken automatically to the Shopping Basket screen where you can click **Checkout**.
- Select a Payment Option from the dropdown and click **Next**.
- This will take you to the MCAS Order Summary screen to complete payment.

Add a card for online payments

- When making an online purchase on the Checkout screen, choose **Pay by New Card**.
- Tick Save information for future payments to save this card. Select from the list of saved addresses. Click **Next**.
- This will take you to the MCAS Order Summary screen to complete payment.

How do I pay for a Club or Trip?

On the MCAS dashboard, select 'Clubs and Trips'.

- Click the **View** Detail button for the Club or Trip you wish to pay for.
- Select the Payment Option, if there any available, followed by **Add to Basket**.
- Once it has been added to the Basket, you will be taken automatically to the Shopping Basket screen where you can click **Checkout**.
- Select a Payment Option from the dropdown and click **Next**.
- This will take you to the MCAS Order Summary screen to complete payment.

How do I enrol my child for a free club?

On the MCAS dashboard, select 'Clubs and Trips'

- Click the **View Detail** button for the free Club you wish to enrol your child in.
- If there are spaces available, you will be able to click **Enrol Now**.

How do I view orders I have placed?

On the MCAS dashboard, go to 'Settings'.

- Go to **Financial > Order History**
- Click the **Filter** icon to filter to view one payment method at a time.
- Select the payment method you would like to filter and click **Done**.

Note: Go to **My Child > Settings > Payment Methods > My Cards** to see the last five transactions. Clicking on **See All** will take you to the Order History screen mentioned above.

How do I buy a product?

On the MCAS dashboard, go to 'Products'

- Select the item you wish to purchase and **Add to Basket**.
- Once you have added it to the Basket, you will be taken automatically to the Shopping Basket screen where you can click **Checkout**.
- Select a Payment Option from the dropdown and click **Next**.
- This will take you to the MCAS Order Summary screen to complete payment.