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Monday 8th July 2024

Dear Parents

Improved Messaging and Payments App

From time to time, we send information to parents via text message to your mobile phone. A new, free, smartphone app for parents is now available for download called '**School Gateway**' for Apple (iOS 8 on the iPhone 4S or later, iPad, iPod Touch) and Android (4.0 / Ice Cream Sandwich or later) devices.

Please could you download this new app to your phone (it's free) as it will help us improve communication with parents and allow you to make payments for **School Trips, Uniform, Clubs and School Dinners all within the one app.**

The set-up process is simple and will take no more than a couple of minutes:

1. Search for "School Gateway" in the Apple App Store/Google Play or on your phone go to www.schoolgateway.com/apple (Apple) or www.schoolgateway.com/android (Android)
2. Install the app and if you are asked then say yes to "Allow Push Notifications"
3. When you launch School Gateway for the first time, please select 'New User' and enter the email address and mobile telephone number you have registered with the school
4. The system will send a PIN code to your phone; please enter this PIN code and the app will be activated for you.

As soon as you've got the system set-up, text messages we send you will appear in the app; you'll receive notifications/alerts as normal. Please beware that we will also continue to use Teachers2Parents Texting App whilst our current subscription is valid.

A quick guide and QR Code is attached to help you download the App and get started.



If you've recently changed your email address or mobile telephone number, please let us know so we can update our records. Without the correct contact details you not be able to access the new app or pay for items or receive information from the school.

We hope that all parents will register for the App in time for the new Academic Year starting in September 2024.

Once the system is up and running the school office will **NO LONGER ACCEPT CASH** payments. All payments **MUST** be made through the app.

We are sure that they will be teething problems as with all new systems, but hope that these will be ironed out swiftly to make it much easier for parents to pay online for School dinners/trips/breakfast Club/Dove Club and the purchase of uniform items.

Please do not hesitate to contact the School Office if you are having issues and we will try our best to help you.

Thank you for your help and co-operation.

Kind regards

Mrs M E Taylor
Office Manager

