



## Bishop Wood C of E Junior School

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Mr J P Hall, Acting Headteacher

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Dear Parents and Carers

### School Gateway Payment System

I am pleased to advise that you are able to make online payments via the School Gateway smartphone app or website. You will also be able to view school meal balances and top them up at any time.

We will notify you by e-mail when new items such as trips or tickets for events are available for payment on School Gateway. You will also be able to give online consent, where required, for your child to take part in activities.

This service will make it easier for you as parents to pay any time of day and will reduce the amount of cash being carried by children on school premises.

#### **What you need to do now:**

Activate your School Gateway account. It is quick and easy to do. All you need are your e-mail address and mobile number that school holds on record for you.

- **Download the App:** If you have a smartphone, please download School Gateway from your app store (Android and iPhone). The app shows the same information as the website.

OR

- **Visit the website:** [www.schoolgateway.com](http://www.schoolgateway.com) and click on 'New User'. You will receive a text message with a PIN number. Use this PIN to log onto the School Gateway.

If you are having trouble logging in it may be because we don't have your up to date details on record. Please call us and we will update the details on our system.

We hope that you will find School Gateway to be a fast and easy way to pay for school items.

Yours sincerely,

Mr J. Hall  
Acting Headteacher

