

Westacre Infant School



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Dear Parents and Carers

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. The School Gateway App will also provide you with the ability to be able to pay for trips and clubs all in one place.

We need you to download this new app to your phone (it's free).

This system is replacing Pay360 and will be used for all payments AND TEXT MESSAGES from September 2023 so it is important that you do this so that you can pay for Clubs, trips etc. and receive the messages that we send from school.

If you wish to use either Breakfast or Teatime Club you will need to book and pay through the app from September 2023

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 (pay360 or email on record)**
4. The system will send a PIN code to your phone; please enter this PIN code and the app will be activated for you.

From September all of the text messages we send you will appear in the app; you'll receive notifications/alerts as normal along with the ability to be able to pay for trips and clubs all in one place.

Thank you for your continued support

Yours sincerely

A Edmunds

Mr A Edmunds
Headteacher