

May 2017

Dear Parent / Carer

How to download our communications app and help save the school money

From time to time, we send information to parents via text message to your mobile phone. A free smartphone app for parents is available for download called 'School Gateway' for Apple (iPhone 3GS or later, iPad, iPod Touch) and Android (2.3 /Gingerbread or later) devices.

If you can, we ask you to please download this app to your phone as it is free to you and save the school money (we don't get charged for the messages we send to this 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 have got the system set up, all of the text messages we send you will appear in the app; you will receive notifications/alerts as normal.

If you change your email address or mobile telephone number, please let us know so we can update our records.

Thank you for your help.

The School Office