

Great Crosby Catholic Primary School



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LM/lcm

7th February 2024

Dear Parents/Carers,

We have introduced School Gateway to Great Crosby – a parent/carer engagement app that will allow us to communicate with you efficiently and allow you to pay for school dinners, school trips and any other fees online.

At present you are still receiving messages from us through Groupcall, but we will be moving over to School Gateway after half term.

Thank you to those parents/carers who have already registered. If you have not done so, you will not receive communications from school when we stop using Groupcall. It is essential that we are able to contact all parents/carers quickly, so in order to continue receiving texts/emails from school you must register as soon as possible, if you have not already done so.

Many parents/carers have registered with the new system and downloaded the app and are already using School Gateway for all online payments.

To stay up to date with what is going on at school, please download the app for free. Just search **School Gateway** in your App store and download.

Your login details will be automatically generated using the contact information the school already has, so please make sure the details we hold for you are up to date.

You will open the app, click **Sign up**, enter the email address the school has for you, enter your mobile number, and click **Send PIN**. Wait for the text message with the PIN to arrive, enter your PIN and then you can log in.

You can also login to the online version of School Gateway via this site if you do not have a smart phone, although we do recommend using the app if possible as it makes it easier to get hold of parents/carers when we need to, and it costs less for the school to keep in touch with you, which is really important in these difficult financial times.

Help on downloading the app and accessing School Gateway can be found here:

https://support.parentpaygroup.com/hc/en-gb/article_attachments/16165364792465/School_Gateway_Access_Guide-Updated.pdf

Thank you for your patience and support as we move over to School Gateway.

Yours sincerely

A handwritten signature in black ink, appearing to be 'L. Morton'.

Mrs. L Morton
Headteacher