

Great Crosby Catholic Primary School



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LM/lcm

5th September 2023

Dear Parents/Carers,

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

Initially, you may receive messages from us through Groupcall or School Gateway as we move over to the new system. We will be using School Gateway to replace Pay360 so from September 2023 all online payments will be made through this system. **If you pay for school dinners online, you will have to register before the start of term.**

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.

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

Mrs. L Morton
Headteacher