



28 April 2025

Dear Parent/Guardian

New School App – School Gateway

We would like to introduce you to our new, free, smartphone app, School Gateway. This is an essential tool to keep you informed about what is going on at school. The app keeps everything in one place, behind one login, so you can easily keep in touch. The app is available to download for Apple (iOS 8 on the iPhone 4S or later, iPad, iPod Touch) and Android (4.0 / Ice Cream Sandwich or later) devices. **The app will go live on Tuesday 6 May 2025.**

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 - if you are asked, 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.



1. Register

Register using the same email address and mobile number held by the school



2. Four digit PIN

School Gateway will send you a text with your PIN



3. Login

Login, you are ready to go

Access School Gateway using the website:



or by downloading the FREE app:



The app will allow you to report your child's absence and view their attendance percentage, along with viewing school reports and student timetables. Once you are set up, all text messages we send you will appear in the app, rather than SMS.

If you would like to find out more about the School Gateway app, please click [here](#).

If you have any issues with setting up the app, or you have any questions or queries, please do not hesitate to contact us at school.

We thank you for your support.

Yours faithfully

Mrs J Lamb
Head of School

