BISHOP JUSTUS
Church of England School
Part of the Aquinas Trust

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Dear Parents and Carers,

At Bishop Justus we use the School Gateway part of the ParentPay group for on-line payments. The App will allow you to pay for food and drink, school trips, books and events.

Please could you download this new app to your phone (it's free). 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)

Schoolgateway

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.

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

If you have any questions or would like some more information, please see the School Gateway site here: https://schoolgateway.co.uk/.

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 as we are able to send notifications via the App.

Yours sincerely,

School Office