



Wombwell Park Street Primary School

Park Street, Wombwell, Barnsley. S73 0HS

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Executive Headteacher: Mrs G Foster-Wilson

Headteacher: Mrs C Lawson

Deputy Headteacher: Mrs L Longden

Dear Parents / Carers,

School Gateway

We regularly send information to parents via text message and email. Here at Park Street, we use the 'School Gateway' to send these messages to parents and carers. Emails are free for school to send but school incurs a charge for text messages sent. If parents and carers download the free, smart phone app called 'School Gateway' to their mobile phone devices, we are able to send messages through this app at no cost to school. We also used the 'School Gateway' for making payments online for trips, dinners, afterschool clubs and events etc.

We would be grateful if you could you download this app to your phone for free, as it will help us to communicate with parents – and save the school money.

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've got the system set-up, all of the text messages we send you will appear in the app; you'll receive notifications/alerts as normal. Please enable notifications on the app to ensure you are alerted to any new messages.

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

Thank you for helping school to save money.

Yours sincerely

Mrs C Lawson
Headteacher

Wombwell Park Street Primary School is proud to be part of



Every Child Matters Academy Trust
Children at the heart