

Subject: Introducing School Gateway: Action needed

Dear Parents/Carers,

We are very excited to be introducing School Gateway to Essa Academy – a parent engagement app that will allow you to keep up to date with school life, pay for school trips, communicate with the school and view your child's achievements and reports at anytime from anywhere. Just 1 app for all your children in school and even can be linked to other schools if they also use School Gateway.

All school related [communication, newsletters, reports, timetables, attendance figures and dinner money payments](#) will go through School Gateway from now on.

Parents' Evenings will also be run through this app due to the current situation, this will be a video appointment, more details to follow. You can also check if you are eligible for free school meals and Pupil Premium funding for school.

To stay up to date with what is going on at school make sure you download the app for free. Just click on the link below or search *School Gateway* in your App store and download. Simple.

Download the app and get started here: <https://schoolgateway.co.uk/get-started/>

Your login details will be automatically generated using the contact information (mobile telephone number and email address) we already have for you, so please make sure the details we hold for you are up to date. Any problems logging in. you can check or change these details by sending an email to EAGateway@efatrust.org.

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 if possible as it makes it far easier to get hold of parents when we need to.

Download now to keep up to date.

Many Thanks



How to activate your account

1. Download the Android or iPhone app.



2. Press '**Sign Up**' then enter the email and mobile number your school has on record. If you're not sure if they have the right details, it's best to check and update first.
3. Press '**Send PIN**'. You will receive a text message with your unique PIN.
4. You're now ready to log in and start using School Gateway.
5. If you don't have a smartphone or prefer to use a computer, you can set up your account using [the web version](#) of School Gateway.
6. See a video guide [here](#)

How to log in

1. Once you have your PIN, go ahead and launch the School Gateway app on your smartphone or tablet.
2. Enter the email you have registered with your school and the PIN you received. If you didn't get a PIN, it is likely because your school doesn't have the right contact info. Get in touch with them to check.
3. If both the email and PIN are entered correctly, hit '**Login**' and you're ready to start engaging with your school.
4. You can also access School Gateway [on the web](#)

