

16th January 2024

Dear Parent/Carer

School Gateway – new payments system for parents

We are pleased to introduce our new online payments platform called School Gateway, which is used across the Bohunt Education Trust. Thank you for your patience whilst we went through the installation process.

Parents will need to download The **School Gateway app** from the App Store, Google Play or visit the School Gateway website. Register as a new user by using your email and mobile number and School Gateway will send you a pin to use to login. Please see the next page for a brief guide.

You will be able to top up your child's lunch money, see their balance and pay for visits and other items. Any balances or deficits for your child have been transferred to the new system. We would be very grateful if you could top up your account as soon as possible.

BET runs a cashless system and we no longer have the facility to add cash brought in by students. Please contact our Finance Manager, Kate Southwood, if you need to discuss this
ksouthwood@fernhillsschool.org.uk

We hope the change to the new system will go smoothly for parents but please do get in contact if you have any issues.

Yours sincerely



Miss Sarah Palmer
Headteacher

How to get the School Gateway app and make an account

Access School Gateway using the website or by downloading the FREE app



Creating a NEW USER account is simple:



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

Please contact Kate Southwood for assistance ksouthwood@fernhillsschool.org.uk