



Windsor Park CE Middle School

Headteacher: Mrs L Wilbraham-Jones
Telephone: 01889 563365
E.mail: office@windsorpark.staffs.sch.uk
Website: www.windsorpark.staffs.sch.uk

Windsor Park C.E. Middle School
Springfield Road
Uttoxeter
Staffordshire
ST14 7JX

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Dear Parents/Carers,

At Windsor Park we use a parent app – 'School Gateway'. This means that we can communicate with parents more quickly and cost effectively.

Help us save money by downloading the School Gateway app

If you have an Apple or Android supported smartphone, you can help us save money by downloading the 'School Gateway' app from your app store (Apple App Store and Google Play). By doing this we can send you app messages (avoiding the cost of texts) and you can send messages back for FREE.

***** We're aiming to get 50% of parents using the app – please help us achieve this *****

Don't worry, if you do not have a smartphone or don't wish to use School Gateway, you will still receive text messages from the school.

It's really quick and easy to activate your School Gateway account, all you need is your email address and mobile number that school holds on record for you.

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, 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 text a four digit PIN to your phone; return to the login screen of School Gateway and enter your email address and this PIN to login and activate your account
5. That's it, you are now registered for School Gateway. All future messages will be sent to your School Gateway app

If you have trouble logging in, it may be because the school doesn't have your current email and mobile phone number on record. Please call contact the school office to update the details on our system.

Thank you for your help.

Yours faithfully,

Mrs L Wilbraham-Jones
Headteacher