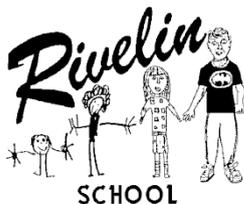


# Rivelin Primary School

## Excellence For Every Child Every Day

Morley Street, Sheffield S6 2PL  
Telephone: 0114 2341304  
Fax: 0114 2314079  
[www.rivelinprimary.co.uk](http://www.rivelinprimary.co.uk)



Chair of Governors: Mr Higgens  
Headteacher: Mrs Powell  
Deputy Headteacher:  
Mrs Middleton

Friday 8<sup>th</sup> March 2019

Dear Parents/Carers

### New online payments system – SchoolComms

Following the recent issues with Sims Agora, we have now arranged for a new online payments system to be set up with SchoolComms.

You will be able to make online payments to the School on their "School Gateway" system via credit or debit card. You will also be able to make these payments via the School Gateway smartphone app or website. You will also be able to see a record of payments made and balances for school meals and wraparound.

#### **What you need to do now:**

The system is in the process of being set up and we will be going live from Monday 25<sup>th</sup> March 2019. **You are now able to start requesting your login details and the activation of your SchoolComms account is very quick and easy to do.** All you will need is your email address and mobile number that the school holds on record for you.

You can then either:

- **Download the app:** If you have a smartphone, please download School Gateway from your app store (Android and iPhone). The app shows the same information as the website;

**OR**

- **Visit the website [www.schoolgateway.com](http://www.schoolgateway.com)** and click on "New user". You will receive a text message with a PIN number. Use this PIN to log into School Gateway.

If you have any trouble logging in, it may be because we do not have your correct email or mobile telephone number. If this is the case, please complete a Change of Detail Form which can be found in the School Office so that your details can be updated.

We hope that you will find School Gateway to be a fast and easy way to pay for school items. If you have any questions, please come and see us.

Kind regards,

School Office

