



BARNSELY METROPOLITAN BOROUGH COUNCIL

Cudworth Churchfield Primary School

Snydale Road, Cudworth, Barnsley S72 8JR

Headteacher: Mrs LY Gray BA QTS (Hons)

Tel: 01226 710523 - Fax: 01226 780935

Email: y.gray@churchfieldschool.org

Wednesday 1st May 2019

Dear Parent/Carer

After School Clubs

After school clubs will commence Monday 13th May. Due to the success of the School Gateway app, we have decided to move all club bookings to the app/ website.

Club applications can be made from Tuesday 7th May at 7pm. Children may attend up to two clubs (on different days). Please do not apply for more than two clubs as demand is high and we want to offer all children equal opportunities. Children who are booked onto more than two clubs, will not receive a place on more than two. A separate letter with a list of available clubs will be sent shortly.

Each club will have a capacity of 20 children. Once 20 places have been allocated in a club, it will not allow any more bookings.

What you need to do now if you don't have a School Gateway account

Activate your School Gateway account. It's quick and easy to do. All you need are your email address and mobile number that school holds on record for you.

- **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 PLUS you can message the school for FREE – this will also save the school money when we send you a text message.

OR

- Visit the website: www.schoolgateway.com and click on 'New User'. You'll receive a text message with a PIN number. Use this PIN to log into School Gateway.

If you're having trouble logging in, it may be because school doesn't have your current email and mobile phone number on record. Please call school and we'll update the details on the system.

- Once you are on the app you will see a list of clubs available for your child.
- Please click into the club you want and click Make a Booking.
- Here you will see a list of the dates the club will be on.
- Please click all the dates and blue ticks will appear.
- Click Book and a pop up will ask you to confirm which club you are booking onto.
- Click Book again for final confirmation.
- If you wish to book onto a further club please go back to the home page and start the above process again.

Please see Mrs Shephard in the office for further help.

Thank you

Mrs E Hughes
After School Co-ordinator