



Schoolgateway Communication & Online payments

Chudleigh CE VC Community Primary School
Tel: 01626 852147
Email: admin@chudleigh.devon.sch.uk

Dear Parents and Carers,

Improving Links with school

To keep your child/ren safe and ensure their well-being, we are constantly looking for ways to improve our links with you and keep everyone up-to-date and well informed. We use Schoolcomms, an electronic school communication system. This will enable you to receive all your information from school quickly and reliably. We can send letters by email to your inbox and short messages directly to your mobile phone as a text message, or if you have an Apple or Android mobile phone, by app message.

Schoolcomms is registered with the data protection act. All information you provide will be kept private and will not be passed on to any other organisation. Your details will only be used for the purpose of school business. You will not receive any SPAM or marketing material.

You will:

- Receive letters more reliably and promptly
- See letters in your inbox like any other email
- Be able to make payments and give permission for trips and events securely online
- Get a short text or app message if we need to contact you urgently
- Still get paper letters if you don't have email
- Not need to rely on your child for delivery
- Be able to reply by email, text or app message, and be able to send us any reasons for absence via text, email or app message

We can:

- Save money on administration time, printing and paper
- Contact you urgently when necessary

Next steps:

1. Please complete the reply slip below.
2. If you are happy to be contacted via schoolcomms, the school will use the email address and mobile number that we hold for the Priority one contact(s) as selected in the admission form.
3. Go to your app store and search for "School Gateway" and download the app
4. Once downloaded, select the "I'm a New User" button; enter your email address and mobile number that we have on record for you. Select Send PIN and a PIN number will be sent by text to your mobile phone
5. Log in with your email address and the PIN, your account is now active and you will receive instant notifications of messages in your notifications bar
6. If you change your contact details please let the school know as soon as possible.
7. If you do not have an apple or android device, please visit www.schoolgateway.com and register there.

You can withdraw your consent at any time by contacting one of us on 01626 852147.

Yours faithfully,

The Business Management Team

I give/do not give (**delete as appropriate**) permission for my email address & mobile number to be used to receive information from school.

Priority 1 Parent name _____

Children/s names _____ Class _____

Children/s names _____ Class _____

Children/s names _____ Class _____

Email address _____ Mobile telephone number _____

Signed _____ Date _____