



ST. MARY'S CATHOLIC PRIMARY SCHOOL

HEADTEACHER – Miss NICOLA SLACK

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Paying money to the school online is simple and easy

You can make payments online to the school for things like dinner money, uniform, nursery fees and school trips. Paying for school items online is quicker and easier for you and more efficient for the school. The system is called School Gateway – and it is available for you to use now. However, we are still very happy to receive payments by cash and by cheque if you prefer.

To register:-

1. Go to www.schoolgateway.com
2. When you visit the School Gateway website for the first time, please select 'New User' and enter the email address and mobile telephone number you have registered with the school. If you have not given the school an email address you will need to do so before you can use this system.
3. The system will send a PIN code to your phone; please enter this PIN code and your account will be activated for you.

As soon as you have got the system set-up, you will be able to pay money to the school online rather than send cash or cheques. There are occasionally some teething problems with this system so please be patient! For dinner money and uniform, the system is set up so that you can make flexible payments whenever you want to, as the amounts owed by different families will vary. For dinner money, there is a minimum request of £11.50 and for uniform it is £5.00 but you may pay any amount you wish. Parents / carers are normally informed of any dinner money arrears via a slip sent home with the children. For things like trips, there may be items online which you have already paid in cash, please ignore these requests – they are put online so that people can choose to pay that way if they so wish. The request will disappear soon after the event they refer to.

If you've recently changed your email address or mobile telephone number, please let us know so we can update our records.

Thank you.

“BUILD, NURTURE, ENABLE, RESPECT, LOVE UNCONDITIONALLY”

