Chislehurst School for Girls

A highly successful Comprehensive School for Girls (11-18) and Boys (16-18)

Developing the Leaders of Tomorrow

Headteacher: Mrs M. French: BA (Hons), PGCE, FCCT, FRSA

@ChislehurstSch Chislehurst School for Girls Chislehurst School for Girls

How to Download and Set Up Your Parent School Gateway Account (Schoolcomms)

Dear Parents and Carers,

We are pleased to introduce **School Gateway** as the online platform to pay for your child's school meals this academic year.

Please can you follow the steps below to activate your account.

Step 1: Download the School Gateway App

1. Open the App Store (iOS) or Google Play Store (Android) on your mobile device
2. Search for **"School Gateway"** and download the app
3. Alternatively, you can access School Gateway via a web browser by visiting www.schoolgateway.com

Step 2: Register and Set Up Your Account

1. Open the app or website and click **'sign up'**
2. Enter the parent **email address and mobile number** that you have registered with the school
3. Tap **"Send PIN" –** a four-digit PIN will be sent to your mobile phone via SMS
4. Enter the PIN and log in to complete the setup

Step 3: Explore the Features

Once logged in, you will be able to:

- Put money on your child's account for school meals
- Receive and respond to school messages

If you have any questions or require assistance, please do not hesitate to contact the school office at office@chsfg.co.uk.

Please ensure you have put money on to your child's account to allow your child to have access to the canteen at break and lunch.

Thank you for your continued support.

Yours sincerely

Ms C. Nicholson
Assistant Headteacher
Chislehurst School for Girls