

13th June 2023

Re: School Gateway

Dear Parent,

From **September 2023**, the Academy will be moving to a communication platform called **School Gateway**.

The main purpose of moving to School Gateway is to allow the Academy to provide the following information through a single platform:

- Letters and messages.
- Your child's timetable.
- Your child's attendance record.
- Your child's assessment record across all of their subjects i.e. online reporting.
- Payments for school trips and school meals etc.

There is also a facility to allow you to update your contact details, your child's medical information and to check if they are eligible for the Pupil Premium Grant.

In the first instance, you will need to **register**. Please refer to the registration instructions below.

1. Download the School Gateway app or type 'School Gateway Login' into your browser.
1. Click 'Sign Up' (on the app) or 'New User' (on the web version).
2. Enter your e-mail address and mobile phone number that is held by the Academy.
3. Click 'Send PIN'. You will receive a text message with your unique PIN.
4. Enter your e-mail address and PIN.
5. Click LOGIN

The Academy will continue to use its existing platforms until a complete transfer has taken place and you will be notified when this has occurred.

If you have any questions or queries, please e-mail schoolgateway@eastwood.southend.sch.uk or click on [Parent Support Guide](#).

Yours sincerely,



Mr. N. Houchen
Principal