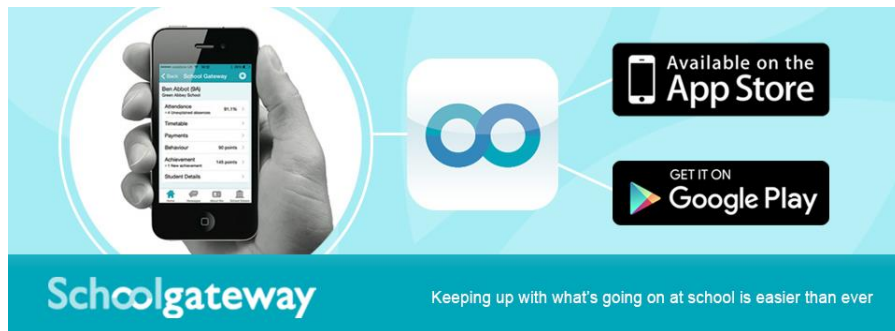




School Gateway – Parent Guide

If your child is attending school, please book them in on the School Gateway App.

1. Download the School Gateway App from the Pay Store, or App Store. The App is free.



2. When you first login, please use the email address and mobile phone number that you have listed as your primary contact details. If you have any problems logging in, please call the school on 01732 882111 and we will be able to confirm your login details.
3. Once you have logged in, the App will send you a PIN number. Enter this PIN and you will have full access to all the features of the App.
4. Click on your child's name listed under Grange Park School, and click on 'Clubs'.
5. You will see the option to book 'January 2021 School Day Booking' – click on this option.
6. You will see the options to view your booking or make a booking, click 'Make a Booking'
7. Select the dates that your child will be attending – a tick will appear in the box next to the selected date.
8. Click the 'Make A Booking' option in the blue box, and a white box will appear asking you to 'change' or 'book' – click 'book'
9. The App will then confirm your booking.

You can always review the sessions you have booked in the 'View Booking' option.