



Allerton Road
Trentham
Stoke-on-Trent
ST4 8PQ
Tel: 01782 883200
Fax: 01782 234537
Email: trentham@sgfl.org.uk
Website: www.trenthamhighschool.co.uk

Dear Parent/Carer,

We're making communication easier, faster and more effective - and you can help the school save money

I am pleased to advise that we've introduced a new text and email service - 'School Gateway'. This means we can communicate with parents more quickly and cost effectively via email, text and smartphone app. The new, free, smartphone app for parents is now available for download called 'School Gateway' for Apple (iPhone 3GS or later, iPad, iPod Touch) and Android (2.3 / Gingerbread or later) devices. **Please could you download this new app to your phone** (it's free) as it will help us improve communication with parents - and save the school money. By doing this we can send you app messages (avoiding the cost of texts) and you can message us back for FREE.

The set-up process is simple and will take no more than a couple of minutes:

1. Search for "School Gateway" in the Apple App Store/Google Play or on your phone go to www.schoolgateway.com/apple (Apple) or www.schoolgateway.com/android (Android)
2. Install the app and if you are asked then say yes to "Allow Push Notifications"
3. When you launch School Gateway for the first time, please select 'New User' and enter the email address and mobile telephone number you have registered with the school
4. The system will send a PIN code to your phone; please enter this PIN code and the app will be activated for you.

As soon as you've got the system set-up, all of the text messages we send you will appear in the app; you'll receive notifications/alerts as normal.

If you've recently changed your email address or mobile telephone number, please let us know so we can update our records. If you have trouble logging in please call us on 01782 883200 and ask for Megan or Vikki. If you do not have a smartphone, you will still receive text messages from the school.

We are aiming to get 50% of parents using the School Gateway smartphone app - please help us achieve this target.

Thank you for your help.

Dr R Blencowe
Headteacher

