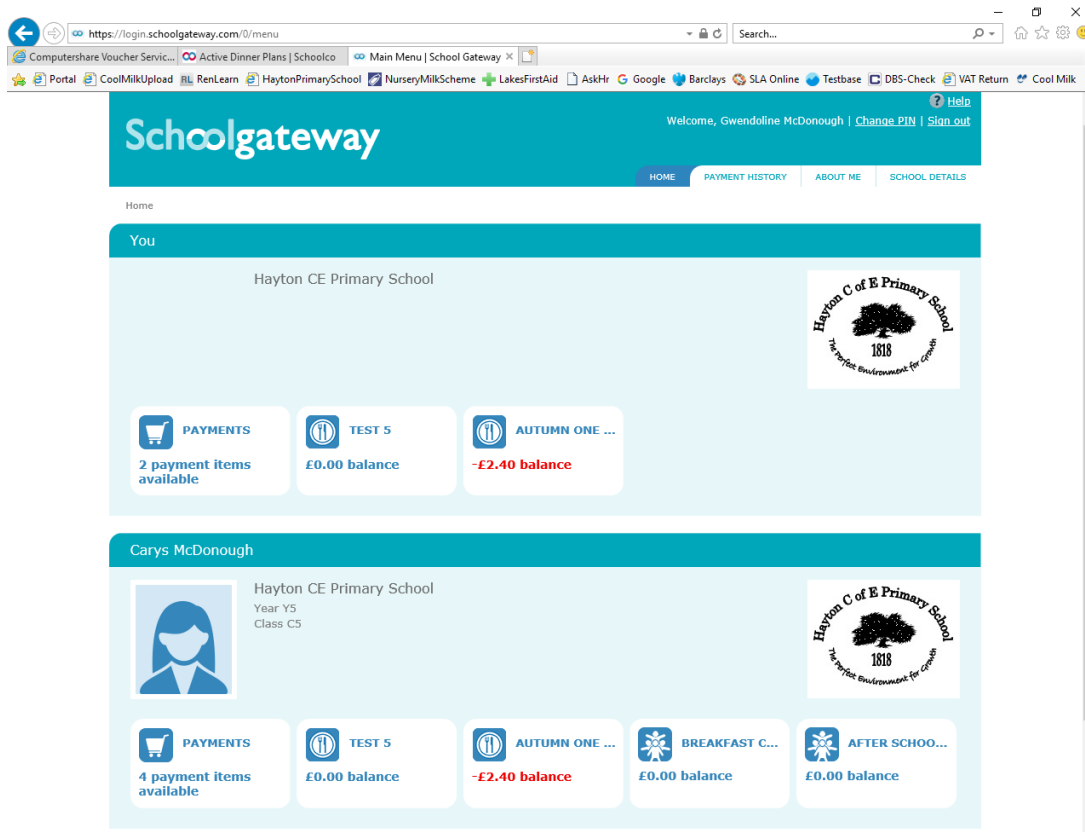# Instructions for using School Gateway

1.   If you have never used School Gateway before:
        EITHER Download School Gateway from your app store (Android and iPhone) OR
        Visit the website: www.schoolgateway.com and click on 'New User'. You'll receive a
        text message with a PIN number. Use this PIN to login to School Gateway.

2.   Login to your School Gateway Account.

3. Depending on what you need to do will depend on which area you need to go into next
i.e. payments, dinners, clubs etc.

4. If you have a payment it will be a simple case of select payments, add to basket, set up
payment method (bank details) and check out.

5. For Clubs and Dinners please see website to download further information.