

## THOMAS WILLINGALE SCHOOL AND NURSERY

The Broadway, Loughton, Essex. IG10 3SR. Tel: 020 8508 7287 Fax: 020 8502 5364 Headteacher: Miss T. Phillips B.A. (Hons.), PGCE

12th July 2023

**Dear Parents** 

Paying money to the school online is changing - Pay360 will not be live after 31st July 2023.

As from Tuesday 1st August 2023, you can make payments online to the school for things like dinner money and school trips via our new online payment system 'School Gateway'. Paying for school items online is quicker and easier for you, safer for children and more efficient for the school.

The system is called School Gateway – and it's available for you to set up now in preparation for the new school year.

- 1. Go to www.schoolgateway.com
- 2. When you visit the School Gateway website for the first time, please select 'New User' and enter your email address and mobile telephone number you have registered with the school. If this does not work and you need us to check these details for you please contact the school office.
- 3. The system will send a PIN code to your phone; please enter this PIN code and your account will be activated for you.

As soon as you've got the system set-up, you'll be able to pay money to the school online rather than send cash or cheques, any credit currently in your child account will be transferred to the new system

If you've recently changed your email address or mobile telephone number, please let us know so we can update our records.

Website: www.thomaswillingaleprimary.co.uk























School Office

 $\textbf{Website}: \underline{www.thomaswillingaleprimary.co.uk}$ 

























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