



INSTALLATION GUIDE

We really value the engagement we have with parents and we are now in a position to keep parents even more up to date with key information about their son via the School Gateway app.

How do I get the App?

You need an iPhone or Android phone. If you don't have one of these phones, you can still access your son's information through the [website version](#).

Go to your App Store and search for School Gateway:



Or use one of these links:



When you install the app, it will ask for your email address and mobile number. These have to match those that we have on record for you at school.

If your phone number is out of date, you will get a message in the app and you then need to contact school to update your details.

When you successfully link your phone to your son's record, you will be sent a 4 digit PIN to use when opening the School Gateway app. Use this to log on in the 'Existing User' section.

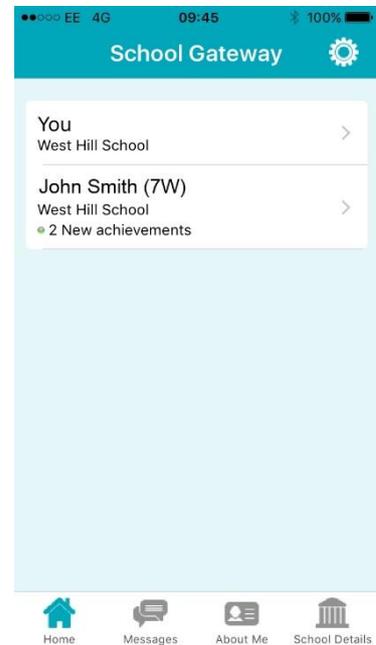
The app is a great way to stay in touch with school. You'll get automatic notifications about your son so you don't have to keep checking back with a website to see if anything has been updated. We'll also send messages out via the app so it will help to keep all your school information in one place.



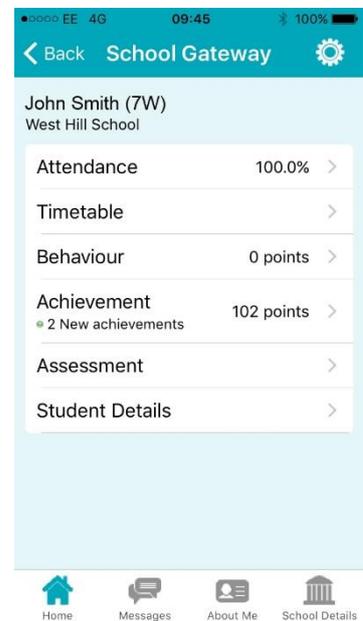
INSTALLATION GUIDE

What can I do with the App?

On the homepage, you will see a link for yourself and all of your children at the school.



By clicking on a pupil's name you will see a menu of options available.





INSTALLATION GUIDE

John Smith (7W)
Achievement details from: 1 September 2016 to 10 October 2016

Total points: 102

- Sporting Representation
10 October 2016 10 points >
- Form Tutor Praise Award
10 October 2016 5 points >
- Assisting after/out of school
6 October 2016 25 points >
- Form Tutor Praise Award
5 October 2016 5 points >
- Form Tutor Praise Award
3 October 2016 5 points >

Home Messages About Me School Details

John Smith (7W) [Notify](#)

Attendance data from: 1 September 2016 to 10 October 2016

Attendance: 100.0%
Explained absences: 0.0%
Unexplained absences: 0.0%

There are no unexplained absences to show for this student

Home Messages About Me School Details

John Smith (7W)

Monday, 10 October 2016

Technology	09:05
R Camm	T17
Mon:1	7b/Te1
Technology	10:05
R Camm	T17
Mon:2	7b/Te1
Science	11:25
L Corrigan	S30
Mon:3	7b/Sc1
English	12:55

Home Messages About Me School Details

West Hill School [Change](#)

Name: John Smith (7W)
Email: Not provided
Mobile: Not provided
Address: 22 Acacia Avenue, Stalybridge, Cheshire, SK15 1LX

Medical conditions:
Asthma

Linked people:
Jack Smith (You)

Home Messages About Me School Details



INSTALLATION GUIDE

Further information on the Assessment Section can be found in the School Gateway Document named

‘What to look for in the school gateway app – Assessment’. Please follow the link below - <http://www.westhillschool.co.uk/parents>

Website Gateway

You can access your son’s information through the website version of the gateway.

The address is: <https://login.schoolgateway.com>

On your first visit you need to click the New User tab:

The screenshot shows a login interface with two tabs: 'EXISTING USER' (selected) and 'NEW USER'. The form contains the following elements:

- EMAIL ADDRESS: A text input field.
- REMEMBER ME?: A checkbox.
- PIN: A text input field.
- LOGIN: A blue button.
- Below the PIN field is a link: [Forgotten your PIN?](#)
- Below the email address field is a note: The email address that you enter must match the one registered with your school(s)

To register, you must have the email address and mobile phone number that school has registered for you. These details are used to link you to your son’s data that we hold in school.

The screenshot shows a registration interface with two tabs: 'EXISTING USER' and 'NEW USER' (selected). The form contains the following elements:

- Instruction: Please enter the email address and mobile number that your school(s) contact you on and press the 'Send PIN' button. You will then be sent a new PIN number by text message.
- EMAIL ADDRESS: A text input field.
- MOBILE: A text input field.
- SEND PIN: A blue button.

When you have registered, a PIN number will be sent to your phone which you will need to enter on the website.