



Bicton C of E Primary School and Nursery

Bicton Lane, Bicton, Shrewsbury, Shropshire. SY3 8EH
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Website: www.bictonschool.org.uk

Executive Headteacher: Mrs Julie Ball NPQH, PGCE, PG(Dip)M
Head of School: Mrs Eleanor Mavin NPQH, BA (Hons)



School Gateway (Schoolcomms)

Please note you will not be able to make payments or bookings via the app until 15th March 2025. You can register before this date.

As you are aware we are changing over to School Gateway (Schoolcomms) for our online payment system for clubs, lunches, trips etc.

School Gateway

All payments must be made through the School Gateway electronic system, for which you will need to download the app and create an account – see the details below how to do this, it is a straightforward process. Once you have registered, you will be able to access the site or use the Gateway app (which looks like a figure 8 on its side and is turquoise colour). We no longer accept cash or cheque payments.

Please could you download the app to your phone (it's 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 'sign up' and enter the email address and mobile telephone number for the main contact 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 would like to find out more click <https://schoolgateway.co.uk/>

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

Thank you for your help.

School Office

