



Teignmouth
Local Learning
Community



A Family of Schools Working Together

Our Lady and St Patrick's Roman Catholic Nursery and Primary School

Fourth Avenue, Teignmouth TQ14 9DT

Tel: 01626 773905

e-mail: office @olsp-rc.devon.sch.uk

Head Teacher: Mrs Sarah Barreto

Dear Parents / Carers

School Dinners

From the beginning of the Autumn Term the price of a school meal will be **£2.50 per meal (£12.50 per week)**. This amount reflects the cost of utilities and consumables, as well as staff costs.

- 1 day = £2.50
- 2 days = £5.00
- 3 days = £7.50
- 4 days = £10.00
- 5 days = £12.50

To purchase meals please make payment online - go to www.schoolgateway.com . See the reverse of this letter for information on how to set up an account or call in to the school office for guidance. Payments to be made on or before Monday of the coming week.

If you are unable to pay online:

Please put **exact payment** (including cheques) in an envelope marked with your **child's name, class and the amount enclosed, marked on the envelope**. Where possible, please state the days of the week that your child will be taking a dinner.

- If sending payments for more than 1 child, please send the payment with the eldest child.
- Cheques should be made payable to Plymouth Cast Trading as Our Lady and St Patrick's School.

If you think you may be entitled to Free School Meals please go to:

<https://new.devon.gov.uk/supportforschools/services-and-contacts/free-school-meals> and apply through the citizen's portal

Thank you for your co-operation in this matter.

Yours sincerely

Mrs Sarah Barreto
Head Teacher

Registering for the School Gateway

- To register for the School Gateway you must have an email address and mobile number registered with the school.
- To create an account for the School Gateway, navigate to login.schoolgateway.com

Version 1.15.0.0

School Gateway

Help

Welcome to School Gateway. Please login to get started.

Welcome

School Gateway is the safe and secure way for parents to pay money to the school using credit or debit cards. You can also provide online consent for school trips using School Gateway.

Don't know your PIN code?

If you've forgotten your PIN code, we'll send you a new one to your mobile phone.

Not sure if your payment has gone through?

Log in to School Gateway and check the Payment History information.

Download the free School Gateway smartphone app

Install the School Gateway app (iPhone, iPad, iPod Touch or Android device)

Available on the App Store

ANDROID APP ON Google play

You will need your email address and PIN number

Your PIN has been sent by text message to your mobile number. Please enter it here and press 'Login'

Email address:

PIN:

Login

[I've forgotten my PIN](#)

[I'm a new user](#)

Please note that to successfully login, the email address that you enter must match the one registered with your school(s).

VISA MasterCard Maestro VISA ELECTRON PAY MasterCard SecureCode Verified by VISA

[Terms and conditions of use](#)

- Select **I'm a new user**
- Enter your email address and mobile number that is registered with the school
- Select the **Send PIN button**
- A 4 digit PIN number will be sent by text to your mobile phone- *please note each new PIN text sent will cost the school one text credit so please store your PIN somewhere secure to reduce the need to request a new one.*
- You will then be returned to the login screen for the School Gateway. Enter your email address and the PIN number that was sent to you and select **Login**