



School Gateway - Electronic Payment System

School Gateway is the electronic payment system used at Cherry Tree. This can be used to make online payments by debit card, credit card or bank transfer for school lunches, swimming, school trips etc.

Activating a School Gateway account is quick and easy to do - parents/carers generate their own account details using the email address and mobile number that we hold as contact details.

School Gateway can be used in two ways - on their website or via their smartphone app.

1. **Website** - www.schoolgateway.com - click on 'New User' and enter email address and mobile phone number. If these match the details we have, you will receive a text message with a PIN number. Use this PIN to log into School Gateway (if you do not receive a pin number, we may not have the most up-to-date information for you - please call into the School Office to check your details).
2. **Smartphone App** - download School Gateway from your app store (Android and iPhone). The app shows the same information as the website.

You are also able to see the balance on your child's lunch account but please be aware that there might be a 24 hour delay on payments made showing on your account.

If you have any queries, please contact the School Office.