

Hayle Academy

Cashless Catering & School Gateway System

- Option 1 (Recommended)

Register with SchoolComms: visit their website at www.schoolgateway.com and click on 'New User'. You will be asked for your **email address and mobile phone numbers**, these must be the same as the ones you have provided the school - if you are unsure which details you provided this information can be found at the foot of this letter. The company will text you a PIN which can be used to set up an account, after which you can add funds to your child's account by clicking on the Lunch Money icon. If you have a smartphone, you can download the App - search for 'School Gateway'. We would encourage you to use the App as it provides additional features, as well as allowing the school to contact you free of charge.

- Option 2

Your child can still bring in cash or a cheque to school (*cheques need to be made payable to Caterlink not Hayle Academy*). Cheques or cash can then be taken to the canteen or student reception before school, or to the student reception at break time, where a member of staff will credit your child's account with the payment received.

We would not encourage the second option, as money can still get lost on the way to school or in school. By adding funds to your child's account at home you will guarantee the money will be spent in the school canteen.

If you have any questions or queries please do not hesitate to contact the school by emailing

Mrs C Beare on caroline.beare@hayleacademy.net



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