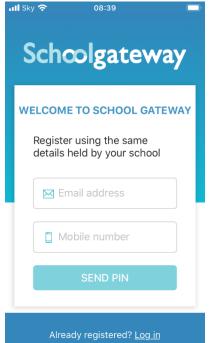
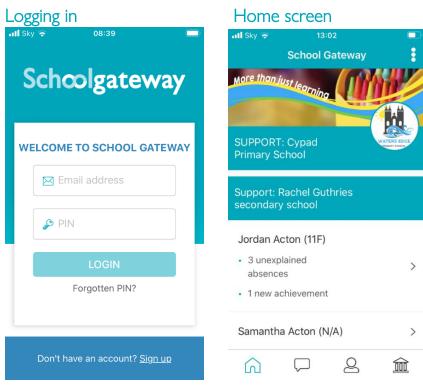
Parents' Guide to School Gateway App

Account activation



- Enter your email address and mobile number that is registered with the school.
- Select Send PIN -Your 4-digit PIN will be sent via text message to your mobile phone.
- You will need this PIN each time you login so keep it safe!



- Enter your email address and PIN number
- Once you have logged in you will see the home screen
- The Children you are linked to will be displayed (If you are unable to see all of your children please contact the school to check they have the correct contact details for each of your children)

Forgotten PIN? II Sky 🦷 Sky You can request a new PIN using the 'Forgotten PIN' link. Schoolgateway **Schcolgateway** Input your email address and mobile number **RESET YOUR PIN** linked to your account (If you get an error WELCOME TO SCHOOL GATEWAY message informing you your details don't Enter the email address and mobile number linked to your match, please contact the school to check account 🖂 Email address they have the correct contact details for you.) 🖂 Email address 🔑 PIN 📋 Mobile number You will then receive a new PIN via text Forgotten PIN? CANCEL Don't have an account? Sign up Don't have an account? Sign up

To change your PIN

📶 Sky 🤿 12:04 📶 Sky 奈 12:00 ull Sky 😞 School Gateway < **Change PIN Settings** Done Enter a new PIN for your account secondary school 🔑 Change PIN Enter current PIN Jordan Acton (11F) 4 unexplained Privacy notice absences Confirm new PIN Help Samantha Acton (N/A) > → Log out Pupil premium > nimbl - a new way to pay your children pocket money! Get 20% off when you sign up with Schoolgateway

Version 2.20.3.1

- To change your current PIN, click on the 3 horizontal dots as shown on the screenshot
- Click on 'Change PIN'

6

Input a memorable PIN number and save

Q

You will need this PIN each time you login so keep it safe!

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School Gateway Troubleshooting Guide

I can't open a School Gateway Account

- 1. Please check with your school if you already have a School Gateway account registered
- 2. If you are already registered they will be able to inform you of the email address you are registered with to allow you to login to your existing account

If you are not registered:

Please check with your school that they have the correct email and mobile contact details for you entered onto your child's record on the school system.

As part of School Gateway's security process, the system automatically checks for a match between the sign-up information you have entered into School Gateway and the information stored in the school system before creating your account.

I can't see all my children on my School Gateway Account

If both or all children attend the same school:

• Contact your school to ensure that your current email and mobile number has been stored identically for each child in the school system.

If both or all children attend different schools:

- Ensure both or all schools are using School Gateway
- If both or all are using School Gateway, contact your school to ensure that your current email and mobile number has been stored identically for each child in the school systems.

As part of School Gateway's security process, the system automatically checks for a match between the email and mobile linked to your School Gateway account and the email and mobile information stored in the school system.

I'm not receiving notifications

If you wish to receive push notifications for your School Gateway app, you must ensure that push notifications are manually turned on for this app within your phone settings.

For Apple devices:

- On your phone go to Settings
- In here scroll down to the "Notifications Centre"
- Select School Gateway
- In here ensure that under the heading "Notification Centre "it is switched on
- Close the screen; you will now receive notifications when new app messages come through

For Android devices:

- On your phone go to Settings> Applications Manager
- Scroll down your list of apps until you find School Gateway and select it
- In here there will be a tick box that says "Show notifications" ensure this is selected
- Close the screen; you will now receive notifications when new app messages come through.

To change bank details on School Gateway for Bank Transfer

To change bank details on School Gateway for Bank Transfer payments please follow the steps below:

- Once you have logged in to School Gateway, open the Payments tab.
- Select the items that you wish to pay for and add them to your basket.
- Once you have selected everything and added it to your basket, click 'View Basket'.
- After confirming the payment total, click 'Checkout'.
- Once in the checkout screen, it will ask you to review your payment.
- Where it says, 'Payment Method Change', click the Change option and this will allow you to change either the way you would like to pay (Bank Transfer or Credit/Debit Card) or change your Bank Details.
- Select the option to change bank account details and follow the steps to change.

You have paid for a Club, but the session is not showing as booked

- To book a Club session you must go to the Clubs tab first and book the session before paying. Paying for a Club will not secure a session.
- If you have payed on a Club but not booked the session please go to the Clubs tab and select the Club required and book the session using the credit you have already applied.
- Please contact the school if you are having any issues

Payments

To make a Payment

🖬 Sky 🛜	10:50			📶 Sky 奈	10:51		
	School Gatewa	ау	•	<	School Gatew	ay 🐨	•
Support: secondar	Rachel Guthries y school			Support: secondar	Rachel Guthries y school		
Jordan A	Acton (11F)			Jordan A	cton (11F)		
 3 unex absence 1 new absence 			>)🕽 Payn	nents		>
	na Acton (N/A)		>	🕅 Lunc	ch money	£0.00	>
				🎎 Club	S		>
Pupil pre	emium		>				
	💘 nimbl - a new w		imbl	🕅 Dinn	ers		>
5336 7700 0000 0 				📄 Repo	orting		
Â	\square			$\widehat{\Box}$			Ì

• Once logged in you will see the Home Screen

• Click on the child you would like to make the payment for

តាl Sky 🗢	11:02		📶 Sky 🗢	11:02	<u> </u>	
<	Payments	<u>₩</u>	<	Payments		
Jordan Ac Support: Ra secondary	achel Guthries		School L Due date: Instalmen	: N/A		
School Lu	nches	£ >	For:	For: Jordan Acton (1		
Breakfast Due: 9 Jani	uary 2019	£ (1/1) >	School:	School: Support: Rach Guthries seco school		
After Scho Due: 7 Aug	bol club 2020 ust 2019	£ (1/1) >	Amount	£ 2.20	ninimum	
P	AYMENT HISTORY	,		ADD TO BASKET		
â	\square	盦	G	P 2	盦	

- Select the required payment request (if paying for a Club you must go to the Clubs tab first and book the session before paying. Paying for a Club will not secure a session)
- Input the amount and click Add To Basket

all Sky 穼 🗸	11:02 Basket		III Sky 4G	^{10:30} Basket	
Jordan A	unches (1 of 1) cton Rachel Guthries s	secondar	(1 of 1) :ton Rachel Gutl	nries secondar	Delete
Total (1 it	em): £2.20		Total (1 it	tem): £3.00	
	CHECKOUT			CHECKOUT	
Â	□	侴	Â	₽ 2	盦

- Check the amount is correct
- If the amount is incorrect, swipe from right to left on the payment added to the basket and delete. You can then re-add to the basket following the previous instructions
- If the amount is correct click on Check Out
- You will then see two different payment options: Pay By Card and Pay By Bank Transfer

•11 Sky 🗢 11:02 💷	•11 Sky 🗢 11:44	💷 🖬 Sky 🗢 🛛 11:49
< Payments	Cancel Payments	Payments
Bank Transfer BARCLAYS BANK PLC x-11 🖉 CHANGE	This transaction will appear on your card statement as 'schoolgatewa*xxxxxxxx' Amount: £2.20 GBP	
If you confirm the transfer your school will be told about your payment and will treat it as received instantly. The payment will come out of your account on or shortly after Thursday 30 April 2020.	Card Number Card Number Expiry MM/YY Security Code (?)	Payment successful
Please make sure you have funds available in your account: BARCLAYS	Cardholder Name	A receipt has been sent to your registered email address
PAY BY BANK TRANSFER	Make Payment A	
PAY BY CARD	Intervention Security (processed by Comparison) Security (processed by Comparison) Security (processed by Comparison)	ОК
	<u>î</u> 7 2 î	

- To Pay By Card, Click on Pay By Card and input your card details
- Click on Make Payment
- Payment will show as successful

Why Choose to Pay Using Bank Transfer

- Bank Transfer is the easiest and most secure way to pay using School Gateway.
- The Bank Transfer set up can either be completed via the School Gateway app or website.
- Once the initial set up has been completed, there is no requirement to re-enter bank details each time a payment is processed via School Gateway.
- Monies are debited from the payers account between 3 and 5 working days after the payment is completed in School Gateway. Initial payments can sometimes take up to 10 working days to clear.
- The facility is backed by the Direct Debit Guarantee.

Can Payments Fail?

- The most common reason for a payment to fail is if the payer has insufficient funds in their account at the time the monies are debited from their chosen account (3 to 5 **working** days **after** the payment is completed in School Gateway).
- Some bank account types do not accept the bank transfer facility.

How Do You Know If a Payment Has Failed

- If a payment does 'fail' you will be notified via email from the School Gateway team.
- The payer will receive an email asking them to make the payment again. No monies will be debited from the payer's account.
- Failed payments are visible in Schoolcomms, within your Payment Reports.

To pay by Bank Transfer

- Click on Pay by Bank Transfer
- Your personal information will already be prefilled from what the school have on record for you and once you have entered your bank account details press Next
- It will ask you to confirm the bank details are correct If your details are listed correctly and you are happy then press the Submit button. This will confirm that you wish to set up Instant Bank Transfer.
- At this point you will receive an email confirming that Instant Bank Transfer has been set up
 Now that Instant Bank Transfer has been set up, you will see a screen that gives you the chance to review your payment before proceeding. This is the screen you will see straight away after selecting Instant Bank Transfer as your desired
- payment option as the initial set up has now taken place. To proceed select Make payment or to return to the basket to make any changes select Return to basket

To change bank details on School Gateway for Bank Transfer

To change bank details on School Gateway for Bank Transfer payments please follow the steps below:

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- Select the items that you wish to pay for and add them to your basket.
- Once you have selected everything and added it to your basket, click 'View Basket'.
- After confirming the payment total, click 'Checkout'.
- Once in the checkout screen, it will ask you to review your payment.
- Where it says, 'Payment Method Change', click the Change option and this will allow you to change either the way you would like to pay (Bank Transfer or Credit/Debit Card) or change your Bank Details.
- Select the option to change bank account details and follow the steps to change.

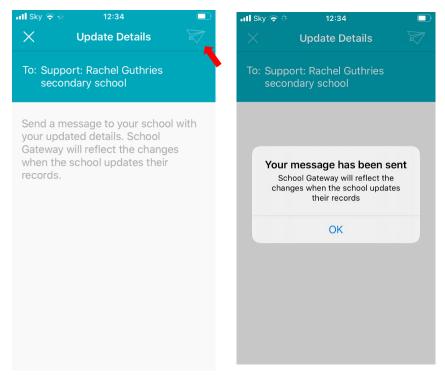
Set up Bank Transfer 🛞	내l Sky 중 11:02 🔲	.ıll Sky 🗢 11:49 💽			
Bank Transfer uses the Direct Debit system to collect the payment from your bank account	< Payments	Payments			
Personal Details	Bank Transfer BARCLAYS BANK PLC x-11 🧷 CHANGE				
Forename Surname Address City Postcode	If you confirm the transfer your school will be told about your payment and will treat it as received instantly. The payment will come out of your account on or shortly after Thursday 30 April 2020. Please make sure you have funds	Payment successful			
Account Details	available in your account: BARCLAYS	A receipt has been sent to your registered email address			
Account holder name Sort Code Account number	PAY BY CARD	ОК			

- Click on Pay by Bank Transfer
- You will then see confirmation that the payment has taken place. Please note when you make your first payment using Instant Bank Transfer it takes 4 days for the funds to leave your account. After your first payment additional payments then take 3 days, however from the school's point of view money is credited instantly.

About Me

الا Sky ج 10:50 School Gateway		nII Sky 🗢 🔅 12:34 🗖 🗖 ■ About Me		
Support: Rachel Guthries secondary school		Support: Rachel Guthries secondary school		
Jordan Acton (11F)		Sayne Acton // UPDATE		
 3 unexplained absences 	>	🖂 rguthrie@schoolcomms.co.uk		
1 new achievement		07815 558726		
Samantha Acton (N/A)	>	 22 Gordon Road, Harborne, Birmingham, B17 9HB 		
		Contact method:		
Pupil premium	>	Email or Text message or App message or paper		
nimbl - a new way to p your children pocket n		If any of these details are incorrect, please inform the school		
		$\widehat{\square} \nabla \underline{2} \widehat{\underline{m}}$		

- If any of your details are incorrect you can inform the school by clicking the Update Details tab.
- To view the contact details the school holds for you, select the About Me link



- Input the new details and send and you will see the confirmation screen
- Your details won't change until the school update your details

Clubs

How to book and pay for a Club session

- To book a Club session you must go to the Clubs tab first and book the session before paying. Paying for a Club will not secure a session.
- If you have payed on a Club but not booked the session please go to the Clubs tab and select the Club required and book the session using the credit you have already applied.
- Please contact the school if you are having any issues

School Gateway		Clubs	<u>به</u>	Club	<u>⊕</u> ¢
Support: Rachel Guthries secondary school		Jordan Acton (11F)		Jordan Acton (11F) Support: Rachel Guthries secondary school	
Jordan Acton (11F)		After School club 2020	£0.00 >	After School club 2020 View Bookings	>
ੇ⊒ Payments	>	Basketball	-£50.00 >	No Booked sessions Make a Booking	>
M Lunch money	£0.00 >	book	-£62.00 >	134 Available sessions View Transactions The current balance is £0.00	>
🎎 Clubs	>	Breakfast Club 2020	£0.00 >		
Dinners	>	Enrichment	-£10.00 >		
_		football	£10.00 >		
 Reporting 3 unexplained absences 1 new achievement 	>	school of rock	£0.00 >		
^	侴	swimmina enrichment	£0.00 >		俞

• Click into the Clubs tab

٠	Select the required Club
---	--------------------------

You are about to book 1 session for After School club

Please be aware that the session(s) will not be booked until a

PAY NOW

🐨 🔅

Make a Booking

Jordan Acton (11F)

2020

After School club 2020

The total booking cost will be £2.00.

successful payment has been made

Click on make a Booking

Make a Booking	📾 🕸					
Jordan Acton (11F) After School club 2020						
Please select the sessions you would like	e to book					
Booking choice: Afterschool club £2.00						
MAKE A BOOKING						
April 2020						
Tuesday 28 April 2020						
Wednesday 29 April 2020						
Thursday 30 April 2020						
May 2020						
Friday 01 May 2020						
Monday 04 May 2020						
<u>A</u> P 2	盦					

- Select the dates required and click on Make a booking

 \square

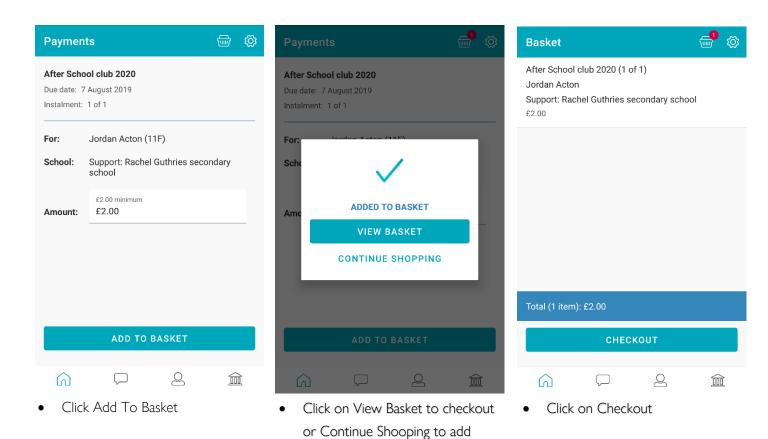
2

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Click on Pay Now

 $\widehat{\mathbf{A}}$

- Payments ស៊្ល Jordan Acton (11F) Support: Rachel Guthries secondary school School Lunches £ > (1/1) Breakfast £ > (1/1) Due: 9 January 2019 £2.00 After School club 2020 > Due: 7 August 2019 (1/1) £ Dinner Autumn 2020 > (1/1) Due: 7 August 2019 -----£10 00 **PAYMENT HISTORY** 2 $\widehat{\Box}$ \square 寙
- Click on the Club Payment option



Basket	🚽 🔅	Basket				۲Ċ	Payments	6		Ô
b 2020 (1 of 1)							Bank Transf			
Guthries secondary school	圃						BARCLAYS BA	NK PLC x-11		CHANGE
				ـــــــــــــــــــــــــــــــــــــ			about your p instantly. Th on or shortly Please make account: BA	m the transfer y ayment and wi e payment will v after Friday 0 e sure you have RCLAYS BANK	III treat it as red come out of yo 1 May 2020 e funds availab PLC x-11	ceived our account le in your
			<u>اس</u>	IJ,				e shown on yo way, ref: Suppo		nent will be
			Your baske	t is empty			Jordan Acto	l club 2020 (1 c n chel Guthries s		ool
Total (1 item): £10.00								PAY BY BANI	K TRANSFER	2
CHECKOUT		/						PAY BY C	ARD	
<u> </u>	盦	្តា	\square	2	Â		Â	\square	2	寙
• To empty your basket if	f you want	Click	on the Ho	ome tab t	o start		• Selec	t the requ	ired paym	ient

more items to basket

- To empty your basket if you want • to change the booking, swipe from right to left and delete.
- Click on the Home tab to start again

method and make the payment

Lunch Money

Select Lunch Money to view or top up your child's lunch money account

Lunch Money 🖶 🛱	Payments	1 (k)	Payment	S		Ô	
Jordan Acton (11F) Support: Rachel Guthries secondary school Balance: £0.00	Jordan Acton (11F) Support: Rachel Guthries secondary scl	School Lunches Due date: N/A Instalment: 1 of 1					
Last updated at 10:25 on 11 March 2020 TOP UP BALANCE	School Lunches	£ > (1/1)	£				
No purchase history information could be found for the selected school member	Breakfast Due: 9 January 2019	£ > (1/1)		: Support: Rachel Guthries secondary school			
	After School club 2020 Due: 7 August 2019	£ > (1/1)	Amount:	£2.20 minimum		_	
	Dinner Autumn 2020 Due: 7 August 2019	£ > (1/1)					
	Payment Histo	610.00 RY		ADD TO BASKET			
						î	

- Click Top Up Balance to add funds to your child's lunch money account
- You will then be redirected to the Payments screen
- Select the Dinner money item
- Enter the amount you want to pay and add to basket

Paym	ents	🚽 🔅	Basket			e 🔅	Payments	S		Ø
School Lunches Due date: N/A Instalment: 1 of 1 For: Schu ADDED TO BASKET VIEW BASKET CONTINUE SHOPPING			School Lunc Jordan Acto Support: Rac £2.20	. ,	econdary schoo	ol	about your p instantly. Th on or shortly Please mak account: BA The reference School Gate School Lunce Jordan Actor	ANK PLC x-11 m the transfer y payment and wi le payment will y after Monday e sure you have RCLAYS BANK ce shown on yo way, ref: Suppo	III treat it as rec come out of yo 04 May 2020 e funds availabl PLC x-11 pur bank statem ortRac	eeived our account le in your nent will be
			Total (1 item	n): £2.20				PAY BY BANI	K TRANSFER	
ADD TO BASKET				CHECI	коит			PAY BY C	ARD	
G	₽ 2	Â	â	\square	2	窳	Â	\square	2	盦

- To add further items to your basket select Contine Shopping or if you have finished select View Basket
- You will then be shown a summary of your payment, to proceed with your payment click on Checkout
- Select the required Payment method

To change bank details on School Gateway for Bank Transfer

To change bank details on School Gateway for Bank Transfer payments please follow the steps below:

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- Select the items that you wish to pay for and add them to your basket.
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- After confirming the payment total, click 'Checkout'.
- Once in the checkout screen, it will ask you to review your payment.
- Where it says, 'Payment Method Change', click the Change option and this will allow you to change either the way you would like to pay (Bank Transfer or Credit/Debit Card) or change your Bank Details.
- Select the option to change bank account details and follow the steps to change.
- Please contact the school if having any issues

Payment History

To view your Payment History:

- Click on Payments
- Click on Payment History

School Gateway		Payments	<u>به</u>				
Support: Rachel Guthries secondary school		Jordan Acton (11F) Support: Rachel Guthries secondary school					
Jordan Acton (11F)		School Lunches	£>				
🕽 Payments	>		(1/1)				
Nunch money	£0.00 >	Breakfast Due: 9 January 2019	£ > (1/1)				
🎎 Clubs	>	After School club 2020 Due: 7 August 2019	£ > (1/1)				
M Dinners	>	Dinner Autumn 2020 Due: 7 August 2019	£ >				
 Reporting 3 unexplained absences 1 new achievement 	>	Farishment	£10.00				
I new achievement		PAYMENT HISTORY					
	ඛ		盦				

- You can narrow your transaction history by clicking on the calendar and changing the date range
- To view details of a transaction, click on the transaction and a new window will appear

Payment H									
View your transaction history									
29/01/202	29/01/2020 - 29/04/2020								
Date	School Member(s)	Amount							
28/04/20	Jordan Acton	£6.00 >							
28/04/20	Jordan Acton	£2.00 >							
27/04/20	Jordan Acton	£2.20 >							
27/04/20	Jordan Acton	£2.20 >							
23/04/20	Jordan Acton	£2.00 >							
23/04/20	Jordan Acton	£4.70 >							
ŝ	□	盦							

× Transaction Details						
Date:	28 April 2020					
Time:	15:12:09					
Amount:	£6.00					
ID:	08b6d467-93d1-44b7-ae79-ef334c67 315b					
ltem:	After School club 2020					
For:	Jordan Acton					
School:	Support: Rachel Guthries secondary school					
Instalment:	(1/1)					
Amount	£6.00					
Туре:	Online transaction					
Consent:						

Club Bookings and Transactions

To view your Club Bookings and Transactions:

- Click on Clubs
- Click on required Club
- Select View Bookings

School Gateway		Club		Clubs	🖶 🔅
Support: Rachel Guthries secondary school		Jordan Acton (11F) Support: Rachel Guthries secondary school		Jordan Acton (11F)	
Jordan Acton (11F)		After School club 2020 View Bookings	>	After School club 2020	£0.00 >
)😅 Payments	>	3 Booked sessions Make a Booking 130 Available sessions	>	Basketball	-£50.00 >
🕅 Lunch money	£0.00 >	View Transactions The current balance is £0.00	>	book	-£62.00 >
2 Clubs	>			Breakfast Club 2020	£0.00 >
Dinners	>			Enrichment	-£10.00 >
_	·			football	£10.00 >
 Reporting 3 unexplained absences 1 new achievement 	>			school of rock	£0.00 >
				swimmina enrichment	£0.00 >
	Ê		Ê		盦

- You can then see any bookings made and make further bookings if required
- To view details of a transactions, click on the back arrow and select View Transactions

View Bookings 📾 🛱	Club	🖶 🔅	View Transactions 💮 🛱
Jordan Acton (11F) Support: Rachel Guthries secondary school After School club 2020	Jordan Acton (11F) Support: Rachel Guthries secondary school After School club 2020		Jordan Acton (11F) Support: Rachel Guthries secondary school After School club 2020
MAKE A BOOKING	View Bookings 3 Booked sessions	>	The current balance is £0.00 28 April 2020
Jordan is booked onto the following sessions:	Make a Booking 130 Available sessions	>	Booked: 04 May 2020 - Afterschool club -£2.00 Debit £0.00 balance
April 2020 Wednesday 29 April 2020 Afterschool club £2.00 Thursday 30 April 2020 Afterschool club £2.00	View Transactions The current balance is £0.00	>	28 April 2020 Booked: 30 Apr 2020 - Afterschool club -£2.00 Debit £2.00 balance 28 April 2020 Booked: 29 Apr 2020 - Afterschool club -£2.00 Debit £4.00 balance 28 April 2020 Online transaction for After School club 2020
May 2020 Monday 04 May 2020 Afterschool club			£6.00 Credit £6.00 balance 28 April 2020 Booked: 28 Apr 2020 - Afterschool club
£2.00		俞	-£2.00 Debit £0.00 balance

Attendance

- To view your child's Attendance data, select the Reporting Tab
- Click into Attendance
- Here you can view the Attendance data and any unexplained absences
- Please contact the school if you are having any issues
- To explain an unexplained absence click Explain
- To advise the school of a future absence click on Advise of Future Absence

School Gateway		Reporting			1 de la constante de la consta	Attendanc	e		1	ŝ
Support: Rachel Guthries secondary school		Jordan Acton (11	1F)			Jordan Acton	n (11F)			
Jordan Acton (11F)		0.0% ≥ 2			2020	ta from: 2 Septem		March		
) Payments	>					Attendance: Explained Ab	sences	0.0% 40.0%		
		Timetable			>	Unexplained		60.0%		
🕅 Lunch money	£0.00 >	Behaviour			50 points >	6 March 2020				
🎎 Clubs	>					Morning	J		Explai	in >
		Achievement 1 new achievement 	ent		15 points ゝ					
🕅 Dinners	>	 Thew achievening 	ent			17 January 20 Morning	020		Explai	in >
		Assessment			>					
Reporting	>	Departe				21 November	2019		Evolai	n S
 3 unexplained absences 1 new achievement		Reports	Reports		>	AD	/ISE OF FUTU	RE ABSENO	E	
	Ê	Â	\square	2	Ê	â	\square	2	Í	

- Click in the white box and type the explanation be sure to include the name of your child/children and the date(s) of the absence
- Click on the Paper Plane icon to send your explanation to the school

× Explain Absence 🛛 🕏	× Report Absence 🛛 🕅					
To: Support: Rachel Guthries secondary school	To: Support: Rachel Guthries secondary school					
Jordan Acton (11F) was absent on 6 March 2020 because < <reason>></reason>	Jordan Acton (11F) will be absent on < <date>> because <<reason>></reason></date>					
> the you I V	> the you I 🌵					
$\mathbf{q}^{1} \mathbf{w}^{2} \mathbf{e}^{3} \mathbf{r}^{4} \mathbf{t}^{5} \mathbf{y}^{6} \mathbf{u}^{7} \mathbf{i}^{8} \mathbf{o}^{9} \mathbf{p}^{0}$	$q^{1} w^{2} e^{3} r^{4} t^{5} y^{6} u^{7} i^{8} o^{9} p^{0}$					
asd fghjkl	asd fghjkl					
☆ z x c v b n m ⊗	☆ z x c v b n m ⊗					
?123 , 😊 . 🔶	?123 , 😳 . 🗲					

Reporting

- To view your child's Timetable, Behaviour and Achievements and any Assessments or Reports select the Reporting Tab
- Then select the required tab to view
- Please contact the school if you are having any issues

Reporting				Behaviour	<u>m</u>) Ø	Achieveme	nts	\$ \$
Jordan Acton (11F	F)			Jordan Acton (11F) Behaviour details from: 2 Septe	ember 2019 to 29 April 2	2020	Jordan Acton (1 Achievement deta	1F) ils from: 2 September :	2019 to 29 April 2020
Attendance			0.0% >	Total points: 50			Total points:		
 3 unexplained abs 	ences			Bullying Physical Education 25 November 2019	50 poir	nts >	Excellent Eff Drama 11 March 2020	ort	15 points >
Timetable			>						
Behaviour			50 points 🗲						
Achievement			15 points						
 1 new achievemen 	nt								
Assessment			>						
Reports			>						
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Timetables

You can view your child's Timetable for the next 10 days. via the Timetable tab

Assessment Reports

You can view your child's Assessment Reports via the Assessment tab Click onto the arrow to view the Assessment Details

Timetable		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Assessme	ent			Assessme	nt Detail		.	Ő
Jordan Acton	(11F)		Jordan Acton	(11F)			Jordan Acton	(11F)			
	Wednesday, 29 April 2020		Spring Term	2020 : All Year (Groups	>	Spring Term 2 Groups	020 : All Ye	ar		
Science L Chase		09:15 Science Lab 6					MA 6-8 Tot	al KS3	11/03/20		
Wed:1		11x/Sc1					8 KS3 Attain 8A	ment ICT	11/03/20		
Science		10:15					0A				
L Chase		Science Lab 6									
Wed:2		11x/Sc1									
Art		11:35									
K Burrows		Art Room 3									
Wed:3		11A/Ar1									
Art		12:35									
K Burrows		Art Room 3									
Wed:4		11A/Ar1									
English		14:30									
M Lubbock	E	nglish Room 4									
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Schoolcomms Dinners

- To book a meal/s for your child, click on the Dinners tab
- Click on Make a booking
- Then tick the menu choice on the days required and click on Book
- Please contact the school if you are having any issues

School Gateway	e	Make a Booking 📾 🔯	Make a Booking 📾 🚳
Support: Rachel Guthries secondary school		Jordan Acton (11F) Support: Rachel Guthries secondary school Dinner Spring 2020	Jordan Acton (11F) Support: Rachel Guthries secondary school Dinner Spring 2020
Jordan Acton (11F)		Click on a day below to select your menu option	Click on a day below to select your menu option
🐺 Payments	>	воок	воок
🕅 Lunch money	£0.00 >	April 2020	April 2020
20		Wednesday 29 April 2020 🗸	Wednesday 29 April 2020
🎎 Clubs	>	Thursday 30 April 2020 🗸 🗸	Blue Fish pie
🕅 Dinners	>	May 2020	Green £2.30 Veg burger and chips
		Monday 04 May 2020 V	Thursday 30 April 2020 🗸
 Reporting 4 unexplained absences 	>	Tuesday 05 May 2020 🗸	May 2020
		Wednesday 06 May 2020 V	Monday 04 May 2020
Ctudant dataile	`	Thursday 07 May 2020	
	盦		

- You will now see the total cost of your booking; you can click on Change if you need to amend the booking or click on Book to continue
- To complete the booking click on Make A Payment and Add to Basket, where you can then choose to Continue Shopping or View Basket and Checkout.
- On selecting Checkout, you will be taken to the payments screen to select your payment method.

Make a Booking 💮 🖗	Make a Booking	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Payments	5	<u>ن</u> ک
Jordan Acton (11F) Support: Rachel Guthries secondary school Dinner Spring 2020 Click on a day below to select your menu option BOOK You are about to book 1 days for Dinner Spring 2020	Jordan Acton (11F) Dinner Spring 2020 Thank you for your booking The balance for Jordan is -£4.0 MAKE A PAY		School:		secondary
The total booking cost will be £2.30. Press Book in order to secure your booking CHANGE BOOK May 2020 Monday 04 May 2020 Tuesday 05 May 2020					
Wednesday 06 May 2020 V				ADD TO BASKET	
Thursday 07 May 2020 V Image: Contract of the second		2	â	P 2	盦

Dinner Transactions and Bookings

- You can view your Dinner Transactions or Bookings made by clicking on the required tab in Dinners.
- Please contact the school if you have any issues.

Dinners	1	۲¢۶	View Transactions	¢	View Bool	kings			Ö
Jordan Acton (11F) Support: Rachel Guthries secondary school Dinner Spring 2020			Jordan Acton (11F) Support: Rachel Guthries secondary sch Dinner Spring 2020 The current balance is -£9.25	ool	Jordan Acto Support: Rach Dinner Sprin	el Guthries seconda	ary school		
View Bookings 4 days booked		>	April 2020			MAKE A BOO	OKING		
Make a Booking 9 days available		>	29 April 2020			April 20:	20		
View Transactions The current balance is -£9.25		>	Booked: Thursday 30 Apr 2020 - Blue - Fi -£2.30 Debit -£6.90 Balance	Wednesday 3 Blue Fish pie	29 Apr 2020				
			29 April 2020 Booked: Monday 04 May 2020 - Blue - Fis -£2.35 Debit -£9.25 Balance	h and Chips	Thursday 30 Blue Fish pie	Apr 2020			
			29 April 2020			May 202	20		
		Booked: Wednesday 29 Apr 2020 - Blue - -£2.30 Debit -£4.60 Balance	Friday 01 Ma Blue Fish pie	ay 2020					
			*Please note that the information on this shortly after making a payment.	bage will be updated	Monday 04 M	May 2020			
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