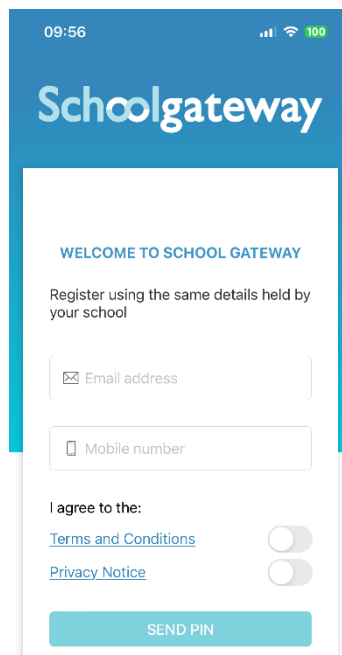
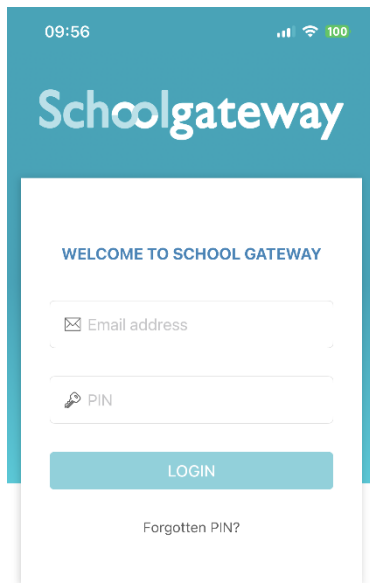


Register for School Gateway - Staff



Download the "School Gateway" app from either the App Store (for Apple devices) or Play Store (for Android devices).

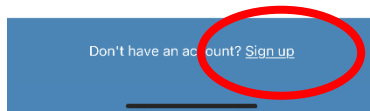


On your first logon you will need to "Sign up".

If this does not automatically appear, click on the "Sign up" link at the bottom of the logon screen.

To register for an account, you **MUST** enter your school email address and your mobile telephone number.

If these don't match, or our records in SIMS have a different mobile number, you will not be able to register.



You will receive a PIN via text message if these details match. This will allow you to sign in to the app to see your account.

Ensure you're receiving school communications

All text messages are sent from 0115 824 3984 and all emails are sent from SC3304300a@schoolcomms.com.

To ensure that you are receiving all of the school's emails into your inbox rather than your junk mail folder please add the school's email address SC3304300a@schoolcomms.com to your safe senders list.

Please find links below to assist you with how to add an email address to the safe sender list or contacts list. If your email provider is not listed or you are still experiencing issues despite following the below, we would advise you to contact your email provider for further assistance.

[Outlook/Hotmail/MSN](#)

[BT Internet/Mail](#)

[Yahoo Mail](#)

[AOL](#)

[Gmail or Googlemail](#)

[Apple/iCloud](#)

[Sky](#)

[TalkTalk](#)

(scroll down to 'Setting up filter rules' section)