



ST. THOMAS' LEESFIELD C of E PRIMARY SCHOOL

Thomas Street, Lees, Oldham OL4 5AT

Headteacher: Mr J Whittaker

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www.leesfield.oldham.sch.uk



School Gateway

Please follow these steps to gain access to our new online payment and messaging system:

1. Download the School Gateway App onto your smartphones. This App is free and is available to all.
2. Register as a new user – scroll to the bottom and click on 'Don't have an account? Sign in.' Please make sure you **enable notifications** as this will make sure you do not miss our communications.
 - Email address – this is the address that school have on file and which receives the school newsletter. If you would like to change the email, please inform the office.
 - Telephone number – this is the number of your mobile phone which is on the school's system as parent 1 contact.
3. This will trigger a PIN which will be sent to your phone. Make a note of the PIN as you will need it to log in again later.
4. You are now set up. Please add the App to your home screen.