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Mrs Emma Verney-Davies  
Headteacher  
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**Wheatfields Preschool**

*Learn and Grow Together*

**Kids Club**

June 2025

Dear Parents,

### Messages Home

At Wheatfields, we believe it's really important to keep you informed about what's going on in school. To do this we regularly send home letters, information and 'one line' reminders by email, using a system called Schoolcomms. For urgent information, i.e. if school closes due to adverse weather conditions, we send text messages. If you have already given us your email address, you will start receiving Schoolcomms emails as soon as your child starts school.

### Online Payments for School Trips, Clubs and Kids Club

Once we have your email address and mobile number you can make online payments for trips, after school clubs and Kids Club using your debit or credit card using Schoolgateway – a secure and easy way to make payments.

To start making payments you will need to register. Please follow the steps below:

1. Go to [www.schoolgateway.com](http://www.schoolgateway.com)
2. When you visit the Schoolgateway website for the first time, please select 'New User' and enter your email address and mobile telephone number you have registered with the school.
3. The system will send a PIN code to your phone; please enter this PIN code and your account will be activated for you.

Yours faithfully,

Rebecca Keane  
School Secretary

