

5<sup>th</sup> September 2023

**Re: Lunch Arrangements**

Dear Parent,

Further to my letter dated 31<sup>st</sup> August, I would **advise that your child continues to bring a packed lunch to school for the remainder of this week.**

Notwithstanding the above, your child is now registered to purchase food and drink from the Academy's canteen facilities. This is a cashless system and therefore they can only purchase items using funds you have added to their [School Gateway](#) account.

Providing you have registered with [School Gateway](#) and have added sufficient funds to your child's account, **they will be able to purchase food and drink from Wednesday 6<sup>th</sup> September.**

If you have not yet registered with [School Gateway](#), please follow the registration instructions below.

1. Download the School Gateway app or type 'School Gateway Login' into your browser.
1. Click 'Sign Up' (on the app) or 'New User' (on the web version).
2. Enter your e-mail address and mobile phone number that is held by the Academy.
3. Click 'Send PIN'. You will receive a text message with your unique PIN.
4. Enter your e-mail address and PIN.
5. Click LOGIN

If you have any questions or queries, please e-mail [schoolgateway@eastwood.southend.sch.uk](mailto:schoolgateway@eastwood.southend.sch.uk) or click on [Parent Support Guide](#).

Yours sincerely,



Mr. N. Houchen  
Principal