

The SchoolComms gateway is now setup to work with the Cypad meal selection and payment services. Go to <https://www.schoolcomms.com> and sign in if you are an existing user or register as a new user.

## How to make and view meal bookings

Go to Lunch Money [1] > Make or view meal bookings [2].

The screenshot shows the 'Schoolgateway' website interface. At the top, there is a blue header with the 'Schoolgateway' logo and navigation links. Below the header, there are two main sections: 'Lunchtime Bookings' and 'Lunchtime Bookings' (repeated). The 'Lunchtime Bookings' section for 'Support: Cypad Primary School' displays a user profile icon, a 'LOVE TO LEARN' banner, and two main buttons: 'PAYMENTS' (with '2 payment items available') and 'LUNCH MONEY' (with '£0.00 balance'). The 'Lunchtime Bookings' section for 'Support: Cypad Secondary School' displays a user profile icon, a banner with the text 'Achieving excellence together', and two main buttons: 'PAYMENTS' (with '1 payment item available') and 'LUNCH MONEY' (with '£7.00 balance'). A red callout box with a white border and a speech bubble tail points to the 'LUNCH MONEY' button in the secondary school section, containing the text '1. Lunch Money'.

**Schoolgateway**

2. Make or view meal bookings

**Lunch Money**  
The current balance is £7.60. This was updated at 05:58 on 27 February 2019

Top up lunch money | **Make or view meal bookings**

Start Date: 28 November 2018 | End Date: 28 February 2019

Date	Description	Type	Amount
28 February 2019	Initial Balance	Credit	£0.00
27 February 2019	Payment received	Credit	£1.00
27 February 2019	Payment received	Credit	£2.50
27 February 2019	Payment received	Credit	£1.00
27 February 2019	Payment received	Credit	£3.10

\* Please note that the information on this page may not be updated immediately following a payment or purchase.

SCHOOL GATEWAY APP - NEW FEATURES  
You can now make payments via the School Gateway app. Download from your app store.

Download on the App Store | Get it on Google Play

Today is Thursday 28<sup>th</sup>, make your meal selection for Friday 1<sup>st</sup> by selecting a Main [2], a Desert [3] then click Confirm bookings [4].

When you make a meal selection you will see the following Unconfirmed booking alert [1], at the top of the screen, advising that you have unconfirmed bookings that must be Confirmed [4] and paid for within 2 hours of making the meal selection. You must pay within 2 hours after making your selections. If this is not done the page will automatically refresh and your selection will be removed. When making your meal selection any unpaid meals will be highlighted in Orange for your attention.

**IMPORTANT:** There is a daily 8am cut-off time for making and paying for meal pre-selections for the same day. Any unconfirmed (unpaid) meal selections made by parents after 8am are deleted from the pre-orders table and the student will need to make a meal selection during the morning register.

League Devonshire

**PLEASE NOTE:** You have unconfirmed bookings. When confirming your bookings, any Payment due must be paid within 2 hours. Failure to do so will result in unpaid bookings being cancelled.  
If your Payment due is zero (£0.00), simply confirm bookings and no further action is required.

Week commencing  
 25 Feb 04 Mar 11 Mar 18 Mar 25 Mar 01 Apr 08 Apr

Select meals

Monday 25 Menu items not available  
 Tuesday 26 Menu items not available  
 Wednesday 27 Menu items not available  
 Thursday 28  
 Friday 01

Main

- Mixed Vegetable & Cheese Crumble
- Battered Fish & Chips
- Beef & Onion Pie with Ricked Potatoes
- Cheese and Salad Wrap

Desert

- Strawberry Deli
- Pear & Chocolate Sponge with Custard

Key:  
 Meat  
 Beef  
 Vegetarian

Amount to pay: £3.30

Confirm bookings

Back

1. Unconfirmed booking alert

2. Main

3. Desert

4. Confirm bookings

Menu item nutritional details are accessible by clicking on the Main [2] item photo which will open up the Menu item details [5] in the current browser window.

Schoolgateway

Home About Us Contact Us News Blog

Home > Menu > Menu Bookings

5. Menu item details

Battered Fish & Chips



1st	10.0g
Saturated Fat	10.0g
Carbohydrate	10.0g
NME Sugar	1.0g
NSP	2.0g
Protein	1.0g
Iron	10.0mg
Zinc	2.0mg
Calcium	5.0mg
Vitamin A	10.0µg
Vitamin C	1.0mg
Folate	2.0µg
Sodium	5.0mg
Total Sugar	3.0g
Salt	5.0g
Added Sugar	7.0g

Close

Cheese and Salad Wrap Mixed Vegetable & Cheese Crumble Cheese and Salad Wrap Cheese and Salad Wrap

