



29 July 2019

Dear Parents/Guardians,

Invitation to Participate in Parents Gateway Early Adopters Programme

We are pleased to inform you that Crest Secondary School has been selected by the Ministry of Education (MOE) to be an Early Adopter of Parents Gateway!

Parents Gateway is a mobile app specially designed for parents. Developed by MOE and GovTech, the app allows parents to engage closely with schools, receive information and perform a range of administrative functions including giving consent for school trips.

Crest Secondary School has been selected as an Early Adopter of Parents Gateway. This means that parents of our school will get to start using the mobile app first! We would like to invite you to download the free Parents Gateway mobile app on your mobile phone (available on iOS and Android platforms only) and perform a simple one-time registration process. Please refer to Annex A for a step-by-step guide.

From July 2019, parents who are registered with Parents Gateway will receive information via the mobile app. The school will continue to issue hardcopy letters to parents who are unable to come onboard Parents Gateway.

Should you have any questions, please contact Ms Lee Siu Yuen at lee_siu_yuen@crestsec.edu.sg. Alternatively, you can contact the Admin Office at 6899 2779.

We look forward to your support.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Seet Tiat Hee".

Mr Seet Tiat Hee
Principal/School

Annex A - Instructional Guide

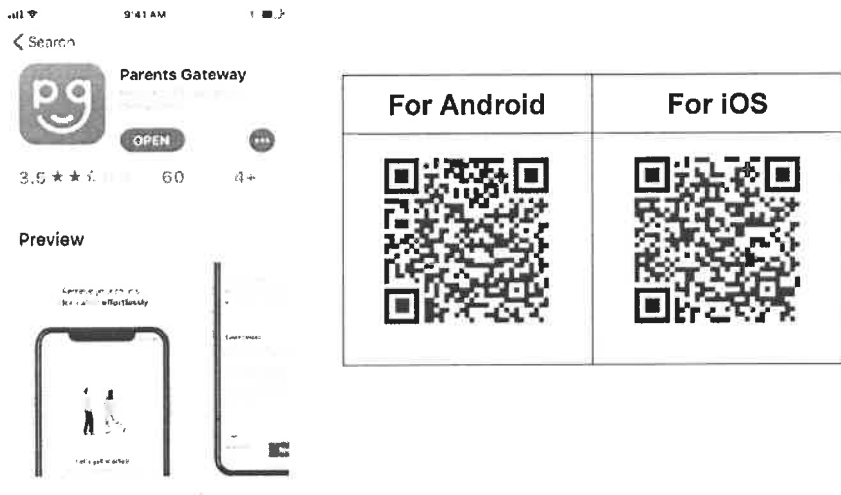
Step 1 – SingPass Registration and 2FA Setup

SingPass 2-Step Verification (2FA) is required for on-boarding. If you have not registered for a SingPass or have not set up the 2FA, please visit the SingPass website (<https://www.singpass.gov.sg>), or scan the QR codes below to do so. Should you require further assistance, please contact SingPass Helpdesk at 6643-0555.



Step 2 – Download Parents Gateway Mobile App

- a. Open the Apple App Store or Google Play Store app on your mobile phone.
- b. Search for the 'Parents Gateway' mobile app, or scan the QR code below.



- c. Download and install the app onto your phone.
- d. Enable '**Allow Notifications**' to receive push notifications.

Note: Supported OS Versions - **Android 6.0 or later & iOS 9.1 or later**

Step 3 – One-Time On-boarding

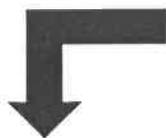
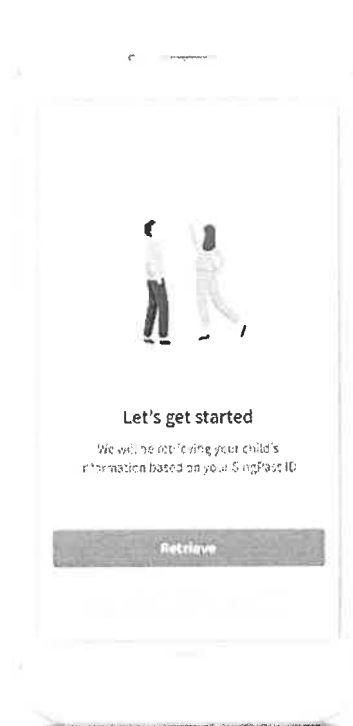
1. Tap on “Log in with SingPass”



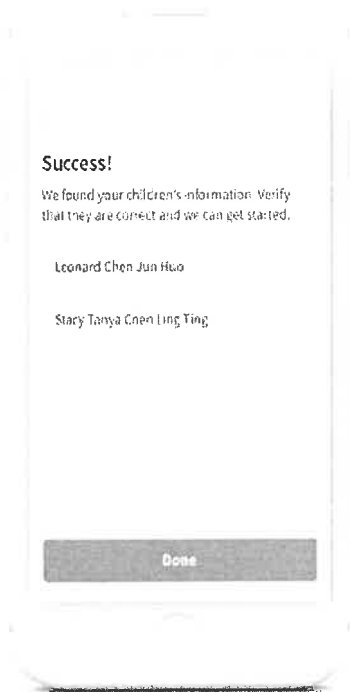
2. Log in with your SingPass (2FA)



3. Tap on “Retrieve” to retrieve your child(ren)'s information



4. Tap on "Done" to complete on-boarding



5. You should see your child(ren)'s school announcements and activities (if any)

