



Head Teacher: Lucy Rodgers

**Colindale**  
Primary School

Interim Deputy Head: Wendy Wayland

Monday 17<sup>th</sup> July 2017

Dear Parents / Carers,

**LUNCH ARRANGEMENTS: from 6<sup>th</sup> September to 20<sup>th</sup> October 2017.**

Is your child currently having a packed lunch, and you want to change them to school lunch?  
OR

- Currently having a school lunch, and you wish to change them to packed lunch.

You will need to complete the slip below, ticking the option of your choice. **This is very important, as you will continue to be charged for school lunch if you do not inform us that you wish to make the change to packed lunch.**

**This form MUST be returned to the school office by FRIDAY 21<sup>st</sup> July 2017.**

**MAY I REMIND YOU THAT CHILDREN ARE NOT ALLOWED TO CHANGE LUNCH ARRANGEMENTS MID TERM.**

May I also remind you that lunch money is payable **in advance on the first day of the week**. Money or cheque to be **in a sealed envelope**, with the child's name and class and the amount enclosed clearly written on the outside. The cost of the school meal is £2.15 per day (**£10.75 for a full week**).

**LOOSE MONIES WILL NOT BE ACCEPTED**

The amount for the period: **6<sup>th</sup> Sept to 20<sup>th</sup> Oct 2017 = £68.80**

If lunches are not taken due to absences, outings, etc. credits are carried forward and can be adjusted next half term. Please keep a note of this yourself.

Yours sincerely,

**Lucy Rodgers**

Headteacher

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**PLEASE COMPLETE AND RETURN TO THE SCHOOL OFFICE BY FRIDAY 21<sup>st</sup> July 2017.**

*Lunch arrangements half termly - **6<sup>th</sup> September to 20<sup>th</sup> October 2017 = £68.80***

I would like my child ..... Class .....

to change from school meal to packed lunch.	
to change from packed lunch to school meal.	

Vegetarian choice ..... Halal choice..... Meat and fish choice..... (please tick as appropriate)

Signature of Parent / Guardian ..... Date .....

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