



Head Teacher: Lucy Rodgers

Deputy Head: Wendy Wayland

Dear Parents / Carers,

**LUNCH ARRANGEMENTS: from 3<sup>rd</sup> September to 23<sup>rd</sup> October 2020**

**Due to current circumstances school lunches from September will be a packed lunch. This will remain the case until half term, when we will re-assess lunchtimes and see if we are able to start to serve hot meals again.**

Is your child currently having 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?

If so, 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 lunches if you do not inform us that you wish to make the change to packed lunch.**

**Please return this form to the school office no later than Friday 17<sup>th</sup> July 2020**

May I remind you that children are not allowed to change lunch arrangements mid-half term and that lunch money is payable in **advance on the first day of the week**. The cost of the school meal is £2.34 per day (**£11.70 for a full week**) and payments for this can be made via your Parent Pay account. If you have not activated your Parent Pay account, can you please speak to the school office as soon as possible.

**CASH WILL NOT BE ACCEPTED**

The amount for the period: **3<sup>rd</sup> September to 23<sup>rd</sup> October = £86.58 applicable to Y3 to Y6**  
**Reception, Year 1 and Year 2 are entitled to universal free school meals**

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

Yours sincerely,

Lucy Rodgers  
Headteacher

**PLEASE COMPLETE AND RETURN TO THE SCHOOL OFFICE BY Friday 18<sup>th</sup> October 2019**

Lunch arrangements half termly – **29<sup>th</sup> October – 19<sup>th</sup> December= £88.92 applicable to Y3 to Y6**

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.....

