



22nd September 2017

Dear Parents/Carers,

The school is changing the way you will select and pay for school meals.

As from Monday 30th October, we will be operating a new ordering system via ParentPay called Menu Selection. We will let you know when this is available to view on ParentPay.

This means that you will need to check you have access to ParentPay. This needs to be done by 2nd October.

You will need to access ParentPay and select and pay for your child's school meals.

All meals must be ordered and paid for in advance. If you have not ordered a meal in advance, you will need to supply a packed lunch for your child. This applies to all the children; including those who are eligible for Free School Meals and Universal Free School Meals for children in Reception, Year 1 and Year 2. If you are eligible for Free School Meals or your child is in Reception, Year 1 or Year 2, you will not be charged for the meals ordered.

All ordering must be made by 8.30am on the day the meal will be required.

We will be sending out another, more detailed letter, later on.

Yours sincerely

Gail Lee

Headteacher