

School Meals Debt Recovery Policy



2018-19

School Meals

Introduction

We have a kitchen on site which provides a range of nutritious food. The lunchtime menu is available on the school website. Parents may choose on a daily basis whether their children bring a packed lunch or prefer a cooked meal. The cost of a school meal is currently £2.20 per day. If your child has any special dietary requirements please contact the school.

Free School Meals

Families who receive certain benefits may be eligible for government funded free school meals. If you think you may be eligible, please ask at the office for further details and an application form.

Universal free school meals are provided for all children in Reception, Year 1 and Year 2, however it is important if you have a child in Reception, Year 1 or Year 2 (or KS2) and you think you may be eligible for free school meals to still ask for an application form at the office as, if you are eligible, the school will receive Pupil Premium funding which is to support or enhance the learning of pupils who qualify for free school meals.

How do I pay?

We ask parents of children in Years 3-6 who are not entitled to free school meals to pay for school lunches in advance of them being taken.

Payment can be made either by cash or cheque (*cheques to be made payable to Shropshire Council*), and can be paid daily, weekly, monthly or half-termly.

The school wishes to avoid a situation which could allow parents to accrue large amounts of debt for school meals which they may then find difficult to clear. In the event amounts are outstanding:

- Reminders from the Shire Services Cash Collector are sent home weekly where necessary
- After 1 week a second reminder letter or text will be sent if no payment has been received
- After 2 weeks follow-up contact will be made by Laila O'Donohue, Business Manager if payment is still outstanding
- Where a debt has accrued over £22 (10 meals) parents will be asked to provide packed lunches from home until the debt has been cleared