

KEY STAGE 2 Dinner Arrangements for the Spring Term 2019



Dear Parents,

- Please decide on a regular pattern for your child's lunch arrangements. It is **not necessary** to return the slip below if your child is not changing meal pattern.
- Please note the price of meals is £2.50. **Please make payment whenever possible online through School Gateway.** All other money should be sent to school in an envelope with 'Dinner Money' and your child's name and class written on the outside. Cheques should be made payable to '**Hertfordshire Catering Ltd**'. **No change can be given for cash payments.**
- **PLEASE MAKE YOUR PAYMENT NO LATER THAN THE FIRST DAY OF THE SPRING TERM.**

SPRING TERM 2019	
Daily amount – KS2	£2.50 daily
Tuesday 8 January – Friday 15 February 4 days then 5 weeks = 29 days	£72.50
<i>Half Term – Monday 18 February – Friday 22 February</i>	
Monday 25 February – Friday 5 April 6 weeks = 30 days	£75.00
Whole Term Amounts	£147.50

PLEASE NOTE:

- A regular pattern should be adhered to. The office must be informed of any permanent changes to the regular meal pattern in order that the database is updated and meals not taken are not charged for.
- If your child needs an emergency lunch, or your child will be late into school then the office must be notified by 9.10 a.m. otherwise a meal may not be available for them.
- That all dinner monies must be paid for **IN ADVANCE** either by *the term or half-term*. (If you would like a different payment arrangement to this eg. weekly in advance, please contact the school office.)
- **Meals are not available for children if there is an outstanding amount owing of more than £10.00.** We are not allowed to let debts build up. If you do not pay in advance for meals then you will be asked to supply packed lunches until your debt is cleared.

Please do ask at the office for clarification if you do not understand the system.

PAYMENT MAY BE MADE BEFORE THE START OF NEXT TERM

You do not need to return this form unless your child is changing their meal pattern from last term.

Child's name:	School Dinner:	Packed Lunch:
CLASS	MONDAYS	
	TUESDAYS	
Amount due:	WEDNESDAYS	
	THURSDAYS	
	FRIDAYS	

Please tick to show which type of lunch your child will **regularly** have on which day of the week.