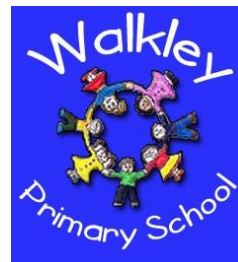


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Headteacher: Val Sian
Deputy Headteacher: Chris Wallis
Chair of the Governing Body: Andy Wilcock

'Enjoyment, Achievement, and Learning for life...'

Friday 16th November 2018

Dear Parents/Carers,

New procedure for dinner money payments

Following a review of dinner money fees and payments, we are implementing a new procedure where the Office staff will be working alongside the Pastoral Team/Safeguarding team.

As you are aware the cost of school meal is **£2.00 per day and this must be paid in advance**. If your balance reaches £10.00 in arrears, you will be referred to the Pastoral team/ Safeguarding team who will invite you to a meeting to discuss the issue. It may be that some parents are struggling financially, and we want to insure that we are supporting parents wherever it is possible. We can offer various options including food donations from our food bank to help prevent any arrears which we know can be an added stress.

Also, you may not realize that you could be entitled to Free School Meals if you receive any of the benefits listed below. You can either apply online or come to the School Office where staff will be happy to help with your application:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and support Allowance
- Support from NASS (National Asylum Support Service) under 16 of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit (with no Working tax Credit) with an annual income of no more than 16,190
- Working tax credit run-on
- Universal Credit

As always our aim is to work together with families to offer or direct you to the best support appropriate.

Yours Faithfully

Val Sian
Headteacher