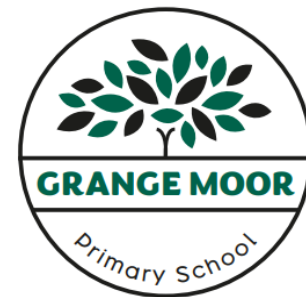


Grange Moor Primary School

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Telephone (01924) 840748

www.grangemoorps.co.uk
grangemooroffice@themast.co.uk
dbarker@themast.co.uk



Executive Headteacher: Miss. D. Barker

Dear Parents/Carers,

As we prepare for the new school year in September, we kindly ask for your support in confirming your child's lunch arrangements.

From September, the cost of a school dinner will be **£3.00 per day**. Children in **Reception through to the end of Year 2** are entitled to **Universal Free School Meals**. However, you must still complete the form to confirm your child's lunch pattern. The same process applies if you wish to make changes at the start of a new half term.

In addition, families who are in receipt of **Universal Credit** may be entitled to **free school meals** from September due to new funding arrangements. We encourage you to check your eligibility and apply if appropriate.

To make this process easier, we will now be using a **Microsoft Form** for you to complete your child's lunch choices. You will be asked to select which days your child will have a **packed lunch** or a **school dinner**. Please find attached the link below. Alternatively, you may complete the **paper form attached** and return it to the school if you would prefer.

<https://forms.cloud.microsoft/Pages/ResponsePage.aspx?id=IiwlLnLTT0msn8nxNHIJxSilcwr72BBKp4gBvZ9WarIUQVpCTEE1NTJNUDhINVBDS1U1QkhLNEZLRi4u>

To help the kitchen and school run smoothly, these arrangements must remain the same for each **half term**. If you wish to make any changes, this can be done at the start of a new half term by submitting a **new completed form** to show the updated lunch pattern which will be added to the school website under the 'Forms' tab.

In order to keep on top of payments, we ask that all school dinner accounts are kept **in credit**, or that payment is made for the week **by the end of that week**.

If your child's account falls into **one week's worth of arrears**, you will need to provide your child with a **packed lunch** until the outstanding balance has been cleared. Once the account is up to date, your child will be able to resume having school dinners.

We kindly ask that all forms are returned promptly to ensure accurate record-keeping and meal preparation.

Thank you for your cooperation and support.

Yours sincerely,
Mrs Stirling

School Lunch Form

• **Child's Name:** _____

Class: _____

• Please tick the option for each day:

Day	School Dinner (£3.00)	Packed Lunch
Monday	<input type="checkbox"/>	<input type="checkbox"/>
Tuesday	<input type="checkbox"/>	<input type="checkbox"/>
Wednesday	<input type="checkbox"/>	<input type="checkbox"/>
Thursday	<input type="checkbox"/>	<input type="checkbox"/>
Friday	<input type="checkbox"/>	<input type="checkbox"/>

Important Information:

- This lunch pattern will apply for the full **half term**.
 - Changes can only be made at the start of a new half term.
 - If you wish to make a change, a **new form must be completed and submitted**.
 - School dinners are charged at **£3.00 per day**.
 - **Please complete and return this form even if your child receives free school meals.**
-

• **Parent/Carer Name:** _____

• **Signature:** _____

• **Date:** _____