



Friday 7th June 2024

Dear Parents/Carers,

We are writing to let you know that we are making changes to the way that we handle the administration of school dinner ordering and payments. We have had to make these changes due to the increase in school meal debt which we are unable to sustain.

From September 2024, all school meals must be ordered and paid for in advance via SCOPay unless you are in receipt of Universal Free School Meals or Means Tested Free School Meals.

Any current debts must be cleared before the end of the summer term as you will not be able to order meals until these have been paid. Payment can be made via SCOPay or cash at the office (until the end of the summer term). We kindly request that all current year 6 pupil accounts are cleared by Monday 22nd July.

Please also find attached a copy of our new School Meals Payment Policy. Further details will be sent in due course with instructions on how to book your child's meal in advance.

Kind regards

Katrina Shaer
Headteacher

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