



## **School Meals Payment Policy**

### **Background**

Haylands Primary School has adopted this policy to ensure that a consistent and fair approach to debt incurred by parents/carers whose children take school dinners.

As the Local Education Authority is no longer responsible for the administration of dinner money debt, the school will be burdened with dinner money debts should parents/carers not pay. If parents/carers should fail to pay for dinners eaten by their child the money will have to be met directly from the schools educational budget. If this budget is used to pay outstanding dinner debts this will reduce the amount of available money that the school can use to educate pupils.

### **Provision of School Meals**

The School Meals Service is no different to any other business in that meals have to be paid by someone. Free School Meals are available for families who meet certain criteria including the receipt of state benefits. If any family think that they qualify for Free School Meals, then an application needs to be submitted. Please contact the school office for further information. Free School Meals are a statutory right and it is important that all parents/carers who qualify take up their child's entitlement so that they can receive a meal each day.

If a child's entitlement to free school meals expires or the parents/carers personal circumstances change then payment will need to be made or a packed lunch provided.

### **Cost of School Meals**

All children in Reception, Year 1 and Year 2 are currently entitled to a school dinner free of charge. School meals are available to children in Key Stage 2 at a cost of £3.00 per day (correct as of June 2025) or at no cost to those in receipt of Free School Meals.

Due to the changes detailed above, we are no longer in a position to allow the accrual of dinner money debt so from September 2024 it will be a requirement that meals will need to be paid for and booked in advance. This will be administered via the SCOPay system.

### **Conclusion**

We hope that by implementing this policy we are able to help parents/carers and staff manage school dinner money effectively, reduce administration time and costs involved chasing dinner money debts and at the same time ensure that all money is for the proper purpose of children's learning.