

Ward Green Primary School



School Meals Policy

Policy Updated - June 2016

Review date - June 2017

M. Binns - Headteacher

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Ward Green Primary School will aim to provide a high quality school meals provision for all children including meals that have high nutritional content along with a positive lunch time experience.

The following options for lunch times are offered for all children:

- School meal
- Packed lunch from home
- Lunch at home

Paid School Meals

Where ever possible all school meals will be paid for **in advance** using the following systems;

1. Schoolcomms online payment system using Visa, Mastercard, Delta, Switch and Solo or paid at the office. There will be a computer available in school for parents to use in breakfast club should there be no internet service at home. There will be a minimum payment of 9.25 per child and this service can be used to pay:
 - Weekly in advance
 - Monthly in advance
 - Half termly in advance
 - Termly in advance
2. Cash or cheque payable to **'Ward Green Primary School BMBC'**. This must be placed in an envelope clearly labelled with your child's name and the amount being paid. If change is required, this will be sent to the classroom by the end of the day.

Debt Management

The maximum debt allowed is £18.50 (10 meals). Parents will be alerted prior to reaching this limit by text or letter and expected to pay the debt before any more school meals are provided.

Should the limit be exceeded, parents will be informed that morning and have to bring a packed lunch to school or take their child home for lunchtime until the debt is cleared. The school would be concerned by consistent failure to provide a meal and would have to consider whether a referral to social services was necessary.

Free School Meals

Children eligible for free school meals will receive a meal of their choice each day.

Packed Lunch

Packed lunch should be brought to school and placed on the appropriate class trolley. All packed lunches should follow the healthy school policy advise.

This means that fizzy drinks, bars of chocolate or sweets are not appropriate items for lunch boxes.

Lunch at home

Any child going home for lunch will be collected at 12pm and returned to school at 12.55pm by a responsible adult.