

SCHOOL MEALS & MILK – ORDERING AND PAYMENT

A brief overview of the system and a few reminders!

Meals:

Menu slips are sent home via the classroom/book bags on a Monday - these need to be returned via the classroom by **9am Friday**, of the same week, to ensure the correct meals are ordered. We cannot guarantee what food will be available if the slips are returned after 9am on the Friday.

Payment for the meals ordered should be sent to school on the following Monday (The Monday the meals are actually required). If you wish to pay half termly/termly please inform myself in the office and I can issue an invoice. Please ensure that payment is made promptly each week - any problems please contact the office.

Any money should be sent in a **named purse or envelope** detailing who it refers to, how many meals it covers and for which week. This should be sent in **via the classroom or popped into the post box by the front door**. Any change due, and purses will be sent back via the classroom during the week.

Additional menu slips are available from the leaflet holder by the office window or on the website; www.barnhambroomprimaryschool.co.uk

Meals are currently £2.20 per day for KS2. KS1 meals are free of charge but still need to be ordered via the menu slips on a weekly basis. Please note if your child is absent from school any payments already made for meals on the day(s) they are absent are held in credit on our system and future payments should be adjusted accordingly.

Milk for KS1 & 2 is available if your child would like it at a cost of 10p per day. This is only available on a termly or half termly block basis. Payment for this should be sent via the classroom in a named purse/envelope and for this term it is **£2.30** (half term Apr/May) or **£6.10** (full term Apr/Jul). It would be appreciated if this could be paid ASAP please.

Fresh fruit is available for the KS2 children to purchase on a daily basis, supplied by the kitchen at 20p per day. No need to book this just send your child with the necessary money each day.

If you have any queries please come and speak to me. I am in the office Monday, Tuesday & Friday all day and Thursday morning. **Many thanks for your co-operation Bev Long.**