

16th July 2019


Dear Parent/Carer,

We are coming close to the end of this academic year. Please can we request that all outstanding payments for school meals are settled and the payments for the last three days of school are by **Friday 19th July 2019**. As you can appreciate the school is unable to carry dinner debts especially with school budgets becoming very tight. We understand that it is easy to forget payments sometimes, however as the end of year draws closer we will need all debts to be cleared by Friday.

We ask that if your child is having school dinners in the final three days of school then this should be paid in advance on Friday 19th July 2019. Should your child's school dinner not be paid in advance, on these last three days, the payment will be required on the morning **before** the meal is taken. If you do not send the money in you will receive a Parentmail text message requesting you to bring in the money, otherwise we will not be able to supply a school dinner and your child will be provided with toast for lunch.

If you are experiencing financial difficulties, please ask to speak to me in confidence, for further assistance.

Yours Sincerely



Mrs Julia Shaw
Head of School