



BARWELL CHURCH OF ENGLAND ACADEMY

WORKING IN PARTNERSHIP WITH ST MARY'S CHURCH BARWELL

HEADTEACHER: MISS V NEWMAN

BELIEVE ACHIEVE SUCCEED
LEARNING THAT LASTS A LIFETIME

We want happy, confident, successful children

Dear Parents and Carers

School Meals Debt Policy & Procedure

Barwell Church of England Academy has adopted a clear 'no debt' policy relating to the school meal service which will begin on **Monday 24th October 2016**.

As at this date, no hot meals will be provided to accounts in debt.

We have always supported parents and carers with dinner money payments, but this has resulted in the academy currently having a significant school meal debt.

Previously the Local Authority would take action with any parent who owes dinner money for their child, but they have stopped doing this for all schools meaning that if debts are incurred, then the school budget has to pay for them. So currently money which should be spent on the children's education to buy books, paper, pencils, paint etc. has to be used to pay for debts incurred by parents. Every parent will agree that this is unacceptable, it cannot carry on and we request that all parents give this policy their full support.

As most parents appreciate no-one would take their child to a restaurant/ MacDonald and expect them to be given food without paying; the same applies at school. If parents believe that their children may qualify for entitlement to Free School Meals please contact the office for more details. This allowance is a statutory right and it is important that you use it if you qualify. We will help you all we can with your application.

With the introduction of Universal Infant Free School Meals for all Key Stage One (Reception, Years 1 and 2) the meal cost for this group of children is reimbursed to schools by the Education Funding Agency (EFA). However, as our school is Key Stage Two we are not entitled to this funding.

Therefore, Barwell Church of England Academy Governors have agreed to implement the School Meal debt Policy and Procedure and bring it in line with other local schools. School meals must be paid for in advance in one of the following method:

1. Online, at <https://www.parentpay.com/> (please contact school office to obtain login details)
2. Cheque (payable to Leicestershire County Council(LCC)),or Cash. If you are paying by Cheque or Cash this should be placed in an envelope clearly labelled with your child's name, class and the word DINNER MONEY. Your child will then hand this in to their class teacher.

Children will not be provided with a school meal unless it is paid for, except those that are entitled to Free School Meals. If a parent genuinely forgets to pay in advance, the school may grant a debt



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allowance of 1 meal. However this debt must be paid next day and future meals must be paid in advanced before any meal is provided.

If the debt is not cleared, parents must provide a packed lunch. In a case when a debt payment is not received nor a packed lunch provided, the office will phone the parent to ask them to come to school with the money. Otherwise they must provide sandwiches before lunch time or arrange to take their child home for lunch.

Should there ever be a situation whereby the payment of the debt is not received by the next day; the Head teacher reserves the right to inform the Chair of the Governors Finance Committee who may decide to begin legal proceedings against parents to recover the debt. Social Services may also be informed that these parents are not carrying out the responsibility of care by not providing food for their children at lunchtime.

We hope that by implementing this debt policy we are able to help parents manage school dinner money better and at the same time ensure that all money that is for children's learning is available in the school budget.

If you have any concerns please don't hesitate to contact me.

Yours sincerely

Victoria Newman

Headteacher



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