



# SIR JOHN MOORE C.E. (AIDED) PRIMARY SCHOOL

Head Teacher: Mrs Tae Carpenter



## Sir John Moore Primary School

### School Meals Debt Policy

As from 11<sup>th</sup> April 2016 Sir John Moore Primary School has adopted a strict NO DEBT policy relating to the school meal service. This policy has been recommended by school food support services for all schools using the meal service.

If debts are incurred, then the school budget has to pay for them. This means that money which should be spent on the children's education is used to pay for debts incurred by parents, this is unacceptable.

Parent/s must pay in advance for the school meal by sending in cash or a cheque in a marked envelope.

Children will not be provided with a school meal unless it is paid for, except those that are entitled to Universal or Free school meals. If a parent genuinely forgets to pay in advance, the school may grant a debt 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 either provide a packed lunch or take the child home for lunch. In a case when a debt payment is not received nor a packed lunch provided, the school 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.

If payment of the debt is not received by the next day, the Head Teacher reserves the right 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.

If parents believe that their children may qualify for entitlement to Free School Meals they should contact the office for more details. This allowance is a statutory right. We will help you all we can with your application.

