

Barnsley Metropolitan Borough Council

Kings Oak Primary Learning Centre

Bondfield Close, Wombwell, Barnsley, S73 8TX

Tel No: 01226 272740

Website - <http://www.kingsoakprimary.org.uk>

Email: office@kingsoakplc.org.uk

Headteacher: Mrs A Wilks



17th October 2018

Dear Parents/carers

We are writing to you to let you know that the Governing Body are introducing a NO DEBT policy from Monday, 22nd October 2018. We appreciate that the majority of parents do pay in advance for school meals and we would like to take this opportunity to thank them for their prompt payment.

It has been necessary to adopt this policy, as there is currently £500 of dinner money and breakfast club debt, which despite numerous letters, texts and messages remains unpaid. When introducing the policy governors recognised the difficulties placed on the school in balancing the social welfare of pupils with the responsibility of managing the School Budget but agreed that it is the parents responsibility to provide their child with a meal and that the school budget should be used to educate children not provide them with a school meal.

The Governing Body has agreed to give each parent with an outstanding debt time to bring their account up to date, therefore if you do owe dinner money please ensure this is paid in full by 30th November 2018 or speak to Mrs Wright in the school office to arrange a payment plan.

The Policy states that:

- All school meals need to be paid for in advance.
- When a pupil has failed to produce dinner money the school may allow a meal to be provided where it is felt that this is an emergency situation, e.g. money lost on the way to school, minor domestic problem, etc. The parents will be contacted.
- Where a pupil continues to require meals and no payment is made, a phone call, text or letter will be sent informing parents that they must either clear the outstanding debt or provide a packed lunch for the child.
- If parents fail to provide either payment or a suitable meal, a referral may be made to Children's Services on the grounds of neglect.



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- When a parent genuinely forgets to pay dinner money the school may grant a debt allowance of 1 meal. The school will contact the parents advising them of the situation and the amount outstanding. This debt must be cleared the next day and future meals must be paid for in advance before any meal is provided.
- If after letters have been sent home, the debt is still outstanding and a packed lunch is not provided, parents will be phoned to come to school with either the money, a packed lunch, or take the child home for lunch.
- If the outstanding debt remains unpaid, the Governing Body will take Debt Recovery Action.
- Children's Social Care may be informed that parents are not carrying out their legal responsibility of duty of care by not providing food for their child at lunchtime.

Payment for breakfast club:

- The cost of breakfast club must be paid in advance.
- When a parent genuinely forgets to pay for breakfast club the school will grant a debt allowance of 1 day.
- This must be paid the following day or the child will not be allowed to use the breakfast club until the debt has been cleared.

A copy of the Debt Policy is available on the School website.

Yours faithfully

Kings Oak Governing Body



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