

Wednesday 23<sup>rd</sup> January 2019

### School Meals Online Payments

Dear Parents/Carers of KS2 pupils

Weekly and termly payments for school meals can now be paid online through Sunderland Authority.

The system is easy to use as follows:

- Log on to Sunderland City Council website
- Click on pay then select school meals & expenses
- Select Lambton Primary School
- Complete mandatory information
- Enter amount
- Add pupils name to the message box
- Make the payment

An email will be sent to you as confirmation of your payment. We hope you find this new system useful.

Yours sincerely

Mrs A Defty  
Head teacher

