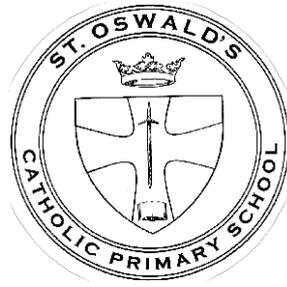




INCLUSION
CHARTER MARK



ST. OSWALD'S CATHOLIC PRIMARY SCHOOL

Email: office@st-oswalds.liverpool.sch.uk

www.stoswaldsschool.com

Montague Road

Headteacher: Mrs. M. Walsh

Telephone:

Liverpool L13 5TE

0151 228 8436

Dear Parents / Carers,

School Dinner Money

I am writing to remind you that unless entitled to free school meals, the cost of school dinners for years 3 to 6 is £1.80 per day, therefore £9 per week. Your child's dinner money needs to be paid every Monday morning, in a sealed, named envelope, which your child should hand into the Class Teacher during morning registration or you can pay online via School Comms. If you are unsure on how to pay online please see the school office who will help you. Please note your child will only be able to change their lunch choice from the start of each half term and must give notice in writing.

Monday is the day of the week Mrs Latham undertake the administration of school meals when all monies have to be collected, balanced and banked. Extra work is involved when reminder letters or phone calls are needed to request late dinner money, your help is much appreciated.

Firstly, we would like to thank all the parents who pay dinner money as required. However, during the last academic year the collection of dinner money has become and strenuous task with many unnecessary administrative hours being spent collecting late dinner money. 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. I am sure every parent will agree that this is unacceptable and we request that all parents pay dinner money on time.

I am sure you would not take your child out for a meal 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.

If the payment of the debt is not received, the Head teacher reserves the right to begin legal proceedings against parents to recover the debt and ask you to attend a meeting to discuss the matter.

We hope that by implementing the above we are able to help parents/ carers manage school dinner money better and at the same time ensure that all money that is for children leaving is available.