



Date: 5th September 2019

Dear Parent / Carer,

We hope you have managed to set up your Scopay account for making online bookings and payments. If you have any difficulty setting this up please contact the office on 01264 316400 and we will be happy to help.

**School lunches**

All the children in years R – year 2 are provided with a free school lunch under the government universal infant free school meal scheme. This is bookable on Scopay please make the choices with your child. There is a cut off period to enable the kitchen to order provisions and you will need to book your meals ten days in advance. If you have a child in KS2 you will need to ensure you have adequate funds in your Scopay account before making a booking.

**Packed lunches**

All key stage 2 children may bring a healthy packed lunch into school. Please ensure you do not send in any food that may contain nuts as we have pupils in school with nut allergies.

**Free School Meals**

If you have a child in any year you may be entitled to Free School Meals. Please check the entitlement on the government website. We will have a direct link to this on our website next week.

**Snacks in school and drinks**

Children may bring a healthy snack of fruit or vegetables in to school for break time. Please ensure your child has a water bottle in school with plain water only please.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'C. Addis', written in a cursive style.

Mrs C. Addis  
Primary Cluster Headteacher

