



T: admin/dinner money

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Dear Parents and Carers

### SCHOOL MEALS DEBT POLICY

Please be aware that Marlborough Road Academy has adopted a strict NO DEBT policy relating to school meals.

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 that every parent will agree that this is unacceptable and we request that all parents give this policy their full support.

No parent would take their child to McDonalds and expect them to be given food without paying; the same applies to school. If parents believe that their child may qualify for free school meals then they should contact the school office for more details.

Parents must pay in advance for school meals using any of the methods of payment outlined below

- Online using ParentPay. THIS IS OUR PREFERRED METHOD.
- In school via the school office

Children will not be provided with a school lunch unless it is paid for, except those that are entitled to 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 advance before any meal is provided.

If the debt is not cleared, parents must provide a packed lunch. In a case where payment is not received nor a packed lunch provided, a phone call will be made to the parent to ask them to come to school with the money or ask them to pay online immediately. If this is not possible they must provide sandwiches before lunchtime.

If payment of the debt is not received by the next day, the Headteacher 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.

We hope that by implementing this debt policy we are able to help parents manage school dinner money better and at the same time ensure that all money is for children's learning is available. If you have any concerns please don't hesitate to contact me.

Yours sincerely

A Cookson  
Principal

