

WELFORD ON AVON PRIMARY SCHOOL



SCHOOL MEALS DEBT POLICY FOR PARENTS

Resources Committee
Spring 2018

School Meals Debt Policy for Parents

Our policy for Welford-on-Avon Primary School relating to our school meal service has been revised in order to provide a clear and consistent approach to managing debt incurred by parents whose children take school meals.

We hope that this will help parents understand exactly what is expected of them.

From February 2017, the amount any individual lunch account can be in debt is now limited to a maximum of £5.00.

Should your debt exceed this limit at any time, it will no longer be possible to order a hot school lunch. We strongly recommend, therefore, that your ParentPay account is kept in credit.

Parents must pay in advance for the school lunch using ParentPay.

Where any parent genuinely fails or forgets to pay in advance, the school may grant a debt allowance of up to the £5.00 maximum. However this debt must be paid the 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.

Where a debt payment is not received nor a packed lunch provided, the school will phone the parent to ask them to come to school with a packed lunch or ask them to pay online immediately.

If your child goes home poorly during the morning and has ordered a hot school lunch this will also need to be paid for.

Collection of any school meal arrears:

Reminders will be sent by email to parents who have not paid for school meals that week. Parents may also be contacted by telephone or letter.

Once, any arrears have been paid, we are happy to resume school meal provision.

Please remember that the school is ultimately responsible for any unpaid debt, which means it would have to be allocated from our own budget, rather than being spent on the children's education. This is clearly unacceptable and we would expect, therefore, that all parents give this policy their full support. We hope that by implementing this debt policy we are able to help parents manage school lunch money better.