



Thursday, 16 June 2022

Dear Parents and Carers,

We are writing to inform you of a price increase to school meals. From September 2022 the cost of a school meal is increasing to £2.75 per day, £13.75 per week. This is for all pupils in Key Stage 2 (Years 3, 4, 5 and 6) at our school. Children in Reception and Years 1 and 2 will continue to receive a free meal funded by the DfE.

The increase reflects the rising costs of food inflation and operational costs faced by our caterers, the unprecedented increase in energy costs for preparing the meals and the inability of the school budget to continue subsidising the production of school meals. The new price is still good value for money, and is still lower than a child's meal at a fast food outlet. The meals at Castle Hills are produced fresh every day, using quality, local ingredients and provide your child with a nutritionally balanced meal that adheres to School Food Standards. Please see the menu on our website for further information.

We appreciate this may not be a popular decision and we would assure you it has not been taken lightly. However, we have to make difficult choices to ensure that our school's funding is used in the most effective way for all our children as we prepare them for their next steps in their education.

We understand there are a number of parents/families who are entitled to free school meals but do not claim them. We would strongly urge you to do so and are happy to help you find out if you are entitled to free school meals for your family. All you need is your NI number and we will help you do the rest. Alternatively you can apply online at <https://www.doncaster.gov.uk/services/schools/free-school-meals>.

Even if your child is of Reception age or in Years 1 and 2 it is imperative that you register your entitlement now as this also provides the school with additional funding to support your child's education. Additionally, it also entitles your child to receive free milk in school, from age 5 through to Year 6.

For your reference we have also included overleaf, a reminder of our School Meals Policy, with important information about payment details and cut off times.

Yours sincerely

Mr N Harris
Head of School

Sarah Lathlane - Executive Headteacher
Neil Harris – Head of School

Jossey Ln | Scawthorpe | Doncaster | DN5 9ED
Tel: 01302 780246
Email: admin@castlehillprimary.com
Web: www.castlehillprimary.co.uk
Twitter: @CastleHillsScaw



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Dinner Money Policy – including Dinner Arrangements

Payment for school meals

- The cost of a school meal from September 2022 will be £2.75 per day, £13.75 per week
- This is payable in full for the week, in advance
- Parents are expected to pay for the full week by 10:30am on the Monday morning each week. If payment has not been made by 10:30am then the office will contact you by text or telephone to remind you to make this payment. If payment is still not received, then you will have to provide your child with a packed lunch for the remainder of the week
- Parents should make payment on Parent Pay. Please contact the office if you need assistance activating or accessing your account. If more convenient, you may also pay for longer periods of up to a whole term in advance
- If children are absent, their dinner money will be credited on Parent Pay for that day, being carried forward to the following week
- Refunds may only be given in the following circumstances: for credits at the end of a term, if your child is leaving school to attend another or if your child switches from school meals to packed lunches
- If a child forgets their packed lunch and is given a school meal, parents must pay for that meal on the same day or the following morning at the latest (except for children in receipt of free school meals)
- The office must be given one week's notification (ideally in writing) of any changes in meal arrangements i.e. if your child wants to move from school meals to packed lunches or vice-versa
- The cut off time for ordering a school meal is 10:00am. If you know your child is going to be late due to an appointment, then please contact the school office in advance for a meal to be pre-ordered
- If your child goes home ill after 10:30am you will still be charged for the school meal as it will have been prepared

Debt Policy

- The school adopts a strict no debt policy relating to school meals
- Children will not be provided with a school lunch unless it is paid for in advance as detailed above (except for those children entitled to free school meals) Parents will be responsible for providing their child with a packed lunch to eat at school if payment has not been made as per our terms

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