



March 2019

Dear Parents

### School Lunches - Summer Term 2019

The Summer menu is attached but can also be found on our website: ([http://www.chalfordhill.gloucs.sch.uk/parents/school\\_lunches/school\\_lunches.html](http://www.chalfordhill.gloucs.sch.uk/parents/school_lunches/school_lunches.html)). Please return your child's choices on the school copy of the attached menu as soon as possible (and by **Wednesday 27<sup>th</sup> March** at the very latest). Please highlight / circle your child's choice for the main meal (Main / Vegetarian / Jacket or baguette). If you choose baguette or jacket potato on a Wednesday, please indicate their choice of filling. Vegetables are provided with every meal and children may choose from the yoghurt, fruit or dessert offered on the day. When gravy, stuffing or custard are offered, it is the child's decision whether to have these options or not on the day (you cannot specify this). Please remember to talk to your child / children about what they like / dislike / what you have chosen for them.

Unfortunately, we do not have the time or resources to chase parents who haven't returned their form. If you do not return the form by the date specified there is a risk your child will not be provided with a lunch.

### Lunch Patterns

We have noticed that if parents have chosen different patterns on different weeks for their child's lunches, they sometimes forget to send their child with a packed lunch on the correct days. Please give consideration to this when making the choices and remember to complete and retain the parent copy of the menu attached.

### Changes to menu choices

If your child wishes to make a change to their menu choices after the first three-week cycle, you can complete a Menu Change Request form, which are available from the office. Please note that we will only accept changes once per three-week cycle.

| <b>3-week cycle commencing:</b> | <b>Forms need to be returned by:</b> |
|---------------------------------|--------------------------------------|
| 13 <sup>th</sup> May            | 9am on Friday 10 <sup>th</sup> May   |
| 3 <sup>rd</sup> June            | 9am on Friday 24 <sup>th</sup> May   |
| 24 <sup>th</sup> June           | 9am on Friday 21 <sup>st</sup> June  |
| 15 <sup>th</sup> July           | 9am on Friday 12 <sup>th</sup> July  |

### Y1 & Y2 Tuesdays (at the Woodland)

Please remember that you will need to provide a packed lunch on the days that your child is visiting the woodland. If you find it easier to provide a packed lunch every Tuesday, please do not make any choices on Tuesdays. If, however, you would like your child to have a school lunch on the days when they are not at the woods, highlight their choice as usual.

**Junior payments for lunches**

Don't forget that you can set a balance alert which will send you an e-mail when your child's lunch account is getting low. A handy guide to setting this up is attached. It is your responsibility to ensure your child's lunch account stays in credit and there is enough money to pay for the lunches for the week ahead.

Lunches ordered are added to the children's accounts weekly on a Friday (rather than daily) so you will be able to check over the weekend how much is left on there for the following week.

**Lunch cancellations**

If your child is going on a school trip, we will cancel their lunch automatically. If you have left a message to report that your child is ill, we will also cancel their lunch. If your child has a medical appointment in the morning, or is feeling poorly but you think they will be in later, please ensure your message states if you still want lunch to be ordered.

If you have any queries, please contact the office staff on 01453 883123 or [admin@chalfordhill.gloucs.sch.uk](mailto:admin@chalfordhill.gloucs.sch.uk).

Kind regards



Corinne Martin