

EXECUTIVE HEADTEACHER:

**Ms Helen Comfort**

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St. Margaret's-at-Cliffe Primary School on Facebook

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*'For Learning That Lasts A Lifetime'*

23rd September 2019

Dear Parent/Carers of Children in Classes R, 1 and 2

**Universal Infant Free School Meals Thursday 3<sup>rd</sup> October 2019**

We continue to have a fantastic uptake on hot school meals and the children are clearly enjoying the menu.

As you know school meals for children of this age are centrally funded by the government. All maintained schools have a census taken three times a year – in October, January and May. On these days all sorts of information is collated which leads directly to how much money the school receives, this includes the school receiving the money to pay for your child's free meals. The first census of the academic year will take place on Thursday, 3rd October. The school is required to record the uptake of the Universal Infant Free School Meals on the day and I am asking that **all** children register to have a hot school meal on Thursday, 3rd October. **We will only receive money to pay for your child's hot dinners, at any point during the year, if they eat a school meal on the census day.** By eating on the census day you secure the funding for your child for the year and then you are flexible to choose when/if they eat hot school lunches – perhaps in relation to what is on the menu for any given day. If your child does not eat a school lunch on the census day but they do at other times during the year the money to pay for this will have to come directly from the school budget. As you will appreciate this is money which will have been committed to other expenditure. To secure the full funding the children will need to eat on the January census day too – I will write to you again nearer the time to let you know when this is.

If you are concerned that your child may not eat well enough on census day you can of course send in a packed lunch on that day too. For your information the menu on Thursday, 3rd October will be lasagne or jacket potato and beans, flatbread with mixed vegetables and broccoli. In addition there is a range of salads to choose from. The main dish will be followed by a serving of carrot cake, fresh fruit, yoghurt or jelly.

I thank you in advance for your support with this important matter. As always, if you seek clarification or wish to comment please don't hesitate to make contact with me – on the playground in the morning, by email or by making an appointment at the school office.

Yours sincerely

**Ms H Comfort**

**Executive Headteacher**

