



19<sup>th</sup> July 2017

Dear parent/carers,

### **School lunches**

I am writing to inform you that starting in September 2017; school meals should be paid for in advance or on the Monday of each week, for the week ahead. If your child is on a trip or absent from school, the balance will be carried forward.

**Please note that our company policy is to provide three meals before we ask you to bring in a packed lunch until all arrears are paid.**

We encourage you to pay for a week, month or half term in advance; using Priory Academy's on-line payment system via the school's website.

Finally, please ensure all current outstanding debts and meal balances are settled in full before the end of this term.

We look forward to continuing to provide meals for your children.

Regards,

Hobbs School Catering

Principal Priory Academy Lk

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