



**Newton Burgoland
Primary School**



Email: admin@newburland.leics.sch.uk and Website: www.newburland.leics.sch.uk

Head Teacher: Mrs. Sue Ward B.Ed. (Hons) M.A.

Together We Can Achieve Excellence

Newton Burgoland Primary School - School Meals Payment Policy

Parents must book and pay, **in advance, for school meals online – see below**

Newton Burgoland Primary School has a strict **NO DEBT** policy relating to the school meal service. This policy has been recommended by School Food Support Services for all schools using their meal service.

If debts are incurred, then the school budget must pay for them. This means that money which should be spent on the children's education is used to pay for debts incurred by parents, this is unacceptable.

Children will not be provided with a school meal unless it is paid for, except those that are entitled to free school meals. If a parent genuinely forgets to pay in advance, the school may grant a debt allowance of 1 meal. However, this debt must be paid next day and future meals must be paid in advanced before any meal is provided.

If the debt is not cleared, parents must either provide a packed lunch or take the child home for lunch. In a case when a debt payment is not received nor a packed lunch provided, the head teacher or Business Manager will text or phone the parent to ask them to pay online for their meal. Otherwise, they must provide sandwiches before lunch time or arrange to take their child home for lunch.

If payment of the debt is not received by the next day, the Head Teacher reserves the right to begin legal proceedings against parents to recover the debt. Social services may also be informed that these parents are not carrying out the responsibility of care by not providing food for their children at lunchtime.

If parents believe that their children may qualify for entitlement to Free School Meals they should contact the office for more details. This allowance is a statutory right. We will help you all we can with your application.

All dinners are booked and paid, **in advance, through SchoolMoney: -**

<https://login.eduspot.co.uk/public/portal/parent/?app=schoolmoney>

Login details – you will need: -

- Your mobile number
- Your email address
- Password from SchoolMoney
- Your child's first name

Any problems please contact the office by email, you can also request a password reset – admin@newburland.leics.sch.uk