

Seghill First School

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13 October 2020

Dear Parents and Carers

School meals from 02 November 2020

We are delighted to announce that we will be offering hot meals to our children from **Monday 02 November 2020**.

Children can have either a hot meal provided by school or a packed lunch sent in from home. We will no longer be providing school packed lunches from the end of this half term.

School meal choices

There will be a two week rolling programme of hot meals. Each day there will be two choices- a hot meal choice or a jacket potato followed by a dessert. All of the meals will be prepared on the premises by our cook, Mrs Rogage. Please see the attached menu.

Children with a medically prescribed diet will be catered for as per their medical requirements.

Orange class Reception children and yellow class

- Children in orange and yellow class will have their lunch in the dining room. This is because the children are working in one large class group, so they can eat together.
- Hot meals will be served on school plates with school cutlery.
- Packed lunches will also be eaten in the dining room.
- Children should have their drink from their packed lunch or bring their water bottle to the dining room with them.

Red, green and blue class

- Children in red, green and blue class will have their lunch in their classrooms.
- Hot meals will be served in disposable containers with school cutlery. The meals will be placed on a trolley and brought to the classrooms.
- Packed lunches will also be eaten in the classrooms.
- Children should have their drink from their packed lunch or drink water from their water bottle.

Information for all year groups- packed lunches

If children are having a packed lunch which has been made at home, this must be brought to school with your child in the morning. Please do not drop off packed lunches at the school office during the morning.

Information for all year groups- school meals

Each day the children will be able to choose from two hot choices- the hot meal choice or the jacket potato choice. We will make a note of your child's choice each day so Mrs Rogage knows how many of each meal to prepare and who to give it to. We do not need you to order in advance, but it would be helpful if your child knows what the two hot choices are for each day and which one they would like. This means that it is not a surprise when we ask them what they want for lunch.

The menus will be displayed outside each classroom and on the school website in the “information for parents” tab.

Changing between school meals and packed lunch

We know that some children will have a school meal every day and some children will have a packed lunch every day. We also know that the choice of school meal or packed lunch will be down to what suits your family routine best on any given day or whether your child likes the hot meal choice.

Children can change between school meals or packed lunch. We do not need notice of change. However, we do need the packed lunch to be brought to school with your child (see page 1) and we do need the meal to be paid for in advance if you pay for meals (see below).

Protective measures

School plates and cutlery will be sterilized after use. This is what has always happened to plates and cutlery after they have been used. Tables and stools in the dining room will be sanitized after use. No other year group will use the dining room after orange and yellow class children have left.

Cost

Children in **orange, yellow and red class do not pay for their lunch** as it is provided free of charge under the government’s **Universal Infant Free School Meals** scheme.

Children in **green and blue class** who are entitled to **Free School Meals** do not pay for their lunch. If you think you may be entitled to income related Free School Meals, please apply by following this link [link to Free School Meals online application form](#)

Children in **green and blue class** who are not entitled to Free School Meals will need to pay **£2.30 per day in advance** via School Gateway for each school meal. **We do not accept cash to pay for school meals.**

Children who are absent due to Covid related circumstances

Children who are absent due to Covid related circumstances and entitled to income related Free School Meals can have a hot school lunch when they are absent from school. If your child is absent due to Covid related circumstances and they are entitled to income related Free School Meals, you must place your food order by telephone with Mrs Elliott by **9:15am** each day that you require a meal. The meal will be prepared to order alongside all of the other meals. Mrs Elliott will tell you what time to collect your child’s meal from the school office. Please note that meals cannot be delivered nor are they provided for children who are absent due to non-Covid related circumstances or who are not entitled to income related Free School Meals.

We are really looking forward to being able to offer hot meals to our children again, especially as it is getting colder. If you have any questions about the arrangements from 02 November 2020, please do not hesitate to ask.

Yours sincerely

Miss Chappell
Headteacher

Enclosed-
Hot meal choice menu