



## SCHOOL LUNCH POLICY

### **BACKGROUND**

From September 2015 The Crescent will be providing school meals for children prepared on site by our own kitchen staff. This will consist of a hot main course, a salad bar, fresh bread and a choice of dessert daily.

Parents have the flexibility to pick and choose which days their child has school meals. They can also choose to give their child a packed lunch.

### **CHOICE**

- There is one main meal each day with an alternative for vegetarians.
- Children are not given a choice. If they are *not* registered on our system as vegetarian they will be given the main meal as matter of course.
- If they would prefer the vegetarian option they can ask for it but children who are vegetarian must take priority.
- Parents must not book their child in for lunch if they only like the vegetarian option on the menu as we cannot guarantee that it will be available.
- Parents are encouraged **not** to say their child is vegetarian if they eat meat and fish at home. This is because it causes confusion at the servery when the child requests the meat or fish main meal and has to be refused because they have been registered as vegetarian.
- We are not able to offer Halal meat on the menu because this has to be prepared and cooked separately and we do not have the space to do this.

### **PAYMENT**

- **We have a 'no debt' policy at The Crescent Primary School.**
- Payment for school lunches is through ParentPay.
- It is the parent's responsibility to ensure that there is enough money on their account at all times.
- If the system registers that there is not enough money on ParentPay to cover the cost of the meal, the school will phone the child's parents/carers and ask them to top up within 10 minutes.
- If this does not happen then the child will be provided with crackers and cheese and a piece of fruit.
- Children will be given this on **THREE** occasions **only** in a school term. After this we will phone parents and ask them to bring in a packed lunch for their child into school as soon as possible.
- Parents are encouraged to set up a text alert on their ParentPay account that will inform them if the money is getting low. We recommend that parents set the alert for at least £5 ensuring that there is always enough money for two lunches. This can be done as follows:
  - Log onto ParentPay and select 'Communications' from the menu at the top.
  - Select 'change alert settings' in the blue box on the right.
  - Parents can make a change in their profile so that they are alerted if their balance is low.