



Lawley Primary School

Discovery unites us!

Planting the seeds, growing the future

Date: 3rd November 2017

Dear Parents

It is appreciated that there will be times when payment for a child's dinner money may be overlooked inadvertently or that an 'emergency' meal may be required on a one off occasion, however at most we will support only 3 outstanding meal payments of **£6.30** per child. If this balance is still outstanding we can only provide your child with an emergency lunch provided by Telford and Wrekin, this will consist of half a sandwich, a piece of fruit and water or milk provided on the dinner tables.

You can pay online via the Telford and Wrekin website https://www.civicaepay.co.uk/Telford/Webpay_Public/Webpay/Default.aspx?fund=SP when doing this they will ask you for the account number of your child so please contact the school office for your child's account number. We also offer a sandwich choice for the same price of £2.10, order forms can be found in the main reception.

Alternatively you can send dinner money into school with your child, please ensure the envelope is clearly marked with your child's name, class and the amount you are paying.

***Please note ParentPay must not be used for dinner money as Telford and Wrekin use their own system.**

As a parent it is your responsibility to provide your child with a midday meal (unless entitled to free school meals). If you do not wish to pay for a dinner then there is the option of sending your child with a packed lunch.

Kind regards

Mrs Mcquiggin

Headteacher