



# Somerville Federation

Somerville Primary School and Somerville Nursery School

Northbrook Road, Wallasey, Wirral. CH44 9AR

Tel: 0151 638 5074 Fax: 0151 639 1019

[schooloffice@somerville.wirral.sch.uk](mailto:schooloffice@somerville.wirral.sch.uk)

[www.somerville.wirral.sch.uk](http://www.somerville.wirral.sch.uk)

Executive Headteacher – Mr M J Forber

20<sup>th</sup> July 2017

## School Meals Debt Policy for Parents and Carers.

As from 5<sup>th</sup> September 2017 Somerville Primary School has adopted a strict NO DEBT policy relating to the school meal service provided by Edsential at the school.

If debts are incurred, then the school budget has to pay for them. This means that money which should be spent on the children's education such as books, pencils, pens etc. is used to pay for debts incurred by parents and carers. Every parent and carer will agree that this is unacceptable and we request that all parents give this policy their full support.

No parent would take their child to a restaurant and expect them to be given food without paying; the same applies at school. If parents believe that their children may qualify for entitlement to Free School Meals please contact the free school meals service by calling: 0151 606 2002 or email: [freeschoolmeals@wirral.gov.uk](mailto:freeschoolmeals@wirral.gov.uk) this is the Free School Meal eligibility checking service for Wirral. This allowance is a statutory right and it is important that you use it if you qualify. Help is available with your application either at the school office or by contacting the above number.

Parent/s and carers must pay in advance for the school lunch using any of the methods of payment outlined below:

- Online using Parent Pay **THIS IS OUR PREFERRED METHOD & will be available from October**
- Send cash or cheque in a marked envelope

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

If the debt is not cleared, the parent or carer 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 school office staff will phone the parent or carer to ask them to come to school with the money or ask them to pay online immediately. 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 executive head teacher reserves the right to begin legal proceedings against parents or carers to recover the debt. Social services may also be informed that a parent or carer is not carrying out the responsibility of care by not providing food for their children at lunchtime.

We hope that by implementing this debt policy we are able to help parents and carers manage school dinner money better and at the same time ensure that all money that is for children's learning is available for that purpose alone.

If you have any concerns please don't hesitate in contacting me.

Best regards

Mr M J Forber, Executive Headteacher