



HARDWORKING

**Whitehill
Primary
School**

14th February 2019

Dear Parents and Carers

School Lunch Monies

Thank you for your ongoing support and helping make Whitehill a place where children grow as ambitious, independent and confident learners. To ensure that we have resources to provide an excellent education, it is vital that no debt is carried. This applies to school lunches as if there are monies owed this has implications as to what we can give to children in the curriculum and beyond.

If your family owes monies to the school for school lunches, please ensure this is cleared by after February half-term holiday (by Monday 4th March). If this causes any difficulties or would lead to hardship then please speak to the finance office or Mrs Mannings ASAP so that we can arrange a repayment plan. Moving forwards we ask for you to ensure accounts have credit on them and never go into debt.

If substantial money is owed to the school then we will have no choice but to seek to recover the debt. Clearly this is something we would hope to not have to do and we want to communicate with families to ensure this never occurs. However, if it is necessary then we will do this as the implications are great to the school.

To clarify, if your child is in EYFS/KS1 all children are entitled to a Free School Meal (Universal Infant School Meals). If your child is in KS2 then if your family meets the eligibility criteria below then they would also be entitled to free school meals. If this is the case then please speak to the finance office as to how to arrange this.

Free School Meal Eligibility Criteria:

- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit.

Thank you for support in this.

Yours sincerely

**Mr Lowing
Headteacher**

Headteacher: A Lowing