



23 November 2010

Dear Parent/Carer

Lunch Cards

We have recently carried out an analysis of the catering facility the school provides to its students and in response to the issues that have arisen, intend to make some changes to the serving arrangements. We intend to fully enforce the cash free system to improve the security of the arrangements.

Students are expected to purchase a replacement lunch card (cost £2) should they lose the one we provide free of charge. Clearly we do not wish any student to go without lunch in the event of such a loss, and therefore will provide a meal on the day the loss occurred, but not on subsequent days. This rule will apply to all students equally, including those entitled to free meals.

This procedure is to prevent 'lost' cards being used by others.

By insisting on card purchasing only, the time taken at the pay point will be significantly reduced as the information gathering and checking individual accounts is very time consuming.

We believe these actions will improve the quality and speed of service, and prevent inappropriate use of canteen cards.

Yours sincerely

Mr J O'Donnell
Headteacher

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