



## **School Meals Debt Policy for Parents**

**The Governing Body of Hall Orchard Barrow CE Primary School (Academy)  
adopted this policy May 2016. Review Summer 2019.**

Hall Orchard CE Primary School operates a strict NO DEBT policy relating to school meals. All school meals must be paid in advanced before any meal is provided.

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 is used to pay for debts incurred by parents. This is unacceptable and we request that all parents give this policy their full support.

If parents believe that their children may qualify for entitlement to Free School Meals please contact the office for more details, this allowance is a statutory right.

Parents/Carers must pay in advance for school meals by paying on the school gateway or by cheque (made payable to Hall Orchard CE Primary School) in a marked envelope.

Children will not be provided with a school meal unless it is paid for, except those that are entitled to free school meals. If a parent genuinely forgets to pay in advance, the school may grant a debt allowance of one meal. However this debt must be paid the next day.

If the debt is not cleared, parents must provide a packed lunch. In a case when a debt payment is not received nor a packed lunch provided, the office will phone the parent to ask them to come to school with the money or provide sandwiches before lunch time.

If payment of the debt is not received by the next day, the Head Teacher reserves the right to begin legal proceedings against parents to recover the debt. Social services may also be informed that these parents are 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 manage school dinner money better and at the same time ensure that all the money that is for children's learning is available.