

**Dinglewell Junior School**  
**School Meals Policy**  
**Reviewed: May 2020**  
**Next Review: May 2025**

## **SCHOOL MEALS POLICY**

Dinglewell Junior School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

'We have carefully considered & analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitment to meet the public sector equality duty requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.'

Payments may be made at any time through ParentPay and Paypoint, including same day payments up to 10am on ParentPay online (this is cut off time for ordering a meal), but you will need to allow between 24 and 48 hours for PayPoint payments to reach our system. No cash or cheque payments for school meals are accepted. ParentPay online or PayPoint store barcode are the only methods of payment, and school staff will supply you with a username, password and quick start-up guides on request.

Credit is extended for one day only: children will not be provided with a meal the next day unless the debt is cleared. If it is not, parents will be 'phoned to either provide a packed lunch, or take a child home for lunch.

If you believe your son/daughter may qualify for free school meals, please contact school office staff - they will help you all they can with your application, but please remember to apply/reapply for free school meals in good time to avoid the credit/debt arrangements described above.

Internet access is freely available to all at Hucclecote Library if this is helpful to you.

There is no pre-booking system for school meals, and administrative time is focused to maintain a flexible daily service where only meals taken are charged - just make sure that your son/daughter clearly knows whether she/he is having a school meal at each morning registration to make the system work. Menu choices are also made by the children at morning registration.

Please give these arrangements your full support, helping us to ensure that money for children's learning is not used to cover parental debts, in debt management or payment administration.

Providing food at lunchtime is a parental responsibility of care, and concerns may be referred to Social Services.