



February 2024

Ref: KMN/KBS

Dear Family

ParentPay Outstanding Balances

Upon reviewing a report from ParentPay, it has come to our attention that some accounts have outstanding balances on school dinner accounts. We understand that unforeseen circumstances may arise but it is important that these balances are settled promptly.

For those students entitled to Free School Meals, please be aware that they will only be able to purchase meals up to the amount available on their account to the value of £2.60 per day. Please note that you will be charged for anything purchased in excess of this amount. In the event that a student's account reaches a negative balance, they will be provided with a basic sandwich and a drink. While we understand that this may not be ideal, it is a necessary to ensure that our catering services can continue to provide the service required.

Unfortunately, the Academy does not have the financial means to cover meal expenses for students who are not entitled to Free School Meals. If your family is facing financial challenges, please do not hesitate to contact the Academy.

We are committed to finding solutions that prioritise the well-being and nutritional needs of every student. Your cooperation in resolving any outstanding balances is greatly appreciated.

Thank you for your continued support.

Yours sincerely

Mrs K Bates
Assistant Principal

Miss M Green
Principal