



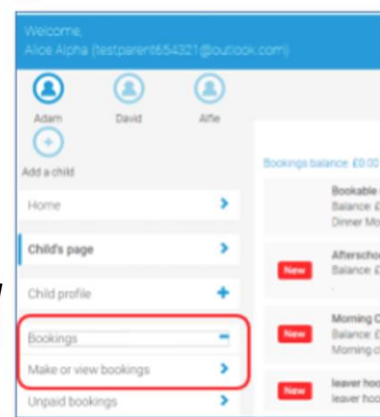
Wednesday 28<sup>th</sup> February 2024

Dear Parents and Carers,

Effective **Monday 4<sup>th</sup> March 2024**, we are introducing mandatory pre-booking of school meals for all Year Groups - FS1 (Nursery) through to and including Year 6. This includes children that currently receive free school meals – either for economic reasons (and applicable to relevant children in Year Groups FS1 – Year 6) and those that are eligible for Universal Infant Free School Meal funding (applicable to all children in Year FS2; Year 1 and Year 2).

To enable this, you will see a new 'Bookings' option on your child's existing ParentPay account from **Saturday 2<sup>nd</sup> March 2024**. For each day that your child will require the school to provide a lunch, you must select their preferred meal option (hot meal; vegetarian option or jacket potato).

***Please note that the school lunch menu will continue to be published via the school's website to inform your child's choices.***



The cut-off for pre-booking a meal is **midnight** (e.g. if your child requires a meal on **Monday 4<sup>th</sup> March** then you have until midnight, **Sunday 3<sup>rd</sup> March** to make the booking). Alternatively, you can make advance bookings for multiple days; weeks or months if this is your preferred approach.

Payment will be required at time of booking unless your child is eligible for free meals (as described above), or your child's school meals account already has sufficient credit to fulfil the total cost of the booking in progress.

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Mrs Karen Siedle  
Acting Assistant Head  
Mrs Rachel Hutcherson

 @STM\_Hull

If your child is absent and misses a pre-booked meal, then the school will cancel the booking within ParentPay and the funds will be held on your child's school meals account pending future bookings.

If you haven't yet activated your ParentPay account, you will receive a reminder activation letter. Please be reminded that you are not forced to use ParentPay for electronic payments. The school can provide a barcoded ParentPay letter that you can take to a store that supports PayPoint where you can pay in cash to top-up your child's account.

If you have any concerns or queries on this, please do not hesitate to contact the school office in the first instance.

Thank you in anticipation of your support

A handwritten signature in dark ink, appearing to read 'R Hutcherson'.

Mrs R Hutcherson  
Assistant Head of School