



Roskear Primary and Nursery School

Learning together for a better future

September 14th 2021

Dear Parents/Carers

Reference: **School Dinner Payments**

Last year the school noticed a decline in the number of parents/carers paying; in advance, on time or at all for their child's school dinner. This resulted in a number of parents/carers accumulating large debts. Considerable staff time is then taken 'chasing' the debt, which is unpleasant for everyone involved and takes time away from the school's core purpose which is 'teaching and learning'.

I am writing therefore to remind all parents and carers that, unless your child is entitled to free school meals or universal free school meals, you need to ensure you have funds in your child's Parent Pay account to cover the cost of school dinners.

From this year we will be checking every Monday, each week, to ensure that any debt is quickly paid to avoid long term debt.

Debt recovery process for school dinners:

1. Parents/carers who have accumulated debt over the week will be reminded by text to clear the debt.
2. Parents/carers who do not then pay their bill will be contacted by phone and reminded to clear the debt.
3. If the debt remains unpaid within 15 days the school will initiate the debt recovery procedure in-line with the Crofty MAT policy.

I fully appreciate that there are many parents and carers who always ensure there is money in their Parent Pay account to cover the cost of their child's food and I thank them for their support.

Should you wish to discuss this with me further or need assistance with Parent Pay please do not hesitate to call.

Many thanks and as always take care and stay safe,

Miss Furnish
Headteacher

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