



AW/CMA

18 October 2019

Dear Parent / Carer,

Unfortunately, Sodexo, who are the school's catering providers, will NOT be allowing any account to go overdrawn as from the 21/10/2019.

As a result, please could you ensure that your child's Parentpay account has sufficient funds at all times either by topping up through Parentpay or by making sure that your child is using the payment machines located across the school.

If for any reason your child is left without a packed lunch or dinner money, we will make every effort to contact you to ensure they receive something to eat and your child will be immediately directed to either the main office or Key Stage office. If the school has had to make an emergency payment for a meal, we would expect the monies to be reimbursed the next day.

If you have any further questions or concerns then please do not hesitate to contact the school.

Yours faithfully,

A handwritten signature in black ink that reads "Ann Webb".

Ann Webb
Headteacher / Pennaeth