



Cabot
Learning
Federation

Heron's' Moor Academy School Dinners Policy

Cabot Learning Federation v2.0 November 2017

Reviewed by	Julie Fox	July 2024
Approved by	Academy Council	3 July 2024
Next Reviewed:	July 2026	



History of most recent Policy changes

Date	Page	Change	Origin of Change e.g. TU request, Change in legislation
Date	E.g. Whole Document	Detail of change	Reason for change



1.1 Payment of Academy Meals/Dinners Policy

1.1.1 Rationale

To set out a method of collecting dinner monies convenient and practical to both the Academy and home. This document will work in conjunction with our home/Academy agreement. The Home/Academy Agreement and this policy together form the basis of a contractual agreement between home and Academy for payment by a child's parent/carer, of Academy meals recorded in the Academy dinner register.

1.1.2 Aims

- To encourage regular payment for meals by parents/carers.
- To avoid debts occurring.

1.1.3 Policy

This policy will be met through compliance with the following:

- Payment for your child's meals is made each Monday in advance for that week (unless a Bank Holiday, when it will be the Tuesday immediately following the Bank Holiday).
- Alternatively payment for meals is welcome a month or term in advance.
- Payment should be made via your Parentpay account.
- The Academy reserves the right to charge for overdue amounts. Please see the Academy's Charging Policy, available on our website, for current charges.
- We are happy to provide for your child cooked meals (ordered on a Monday for that week).
- Cooked meals are ordered on a daily basis.
- Should arrears occur you will be notified in writing, if the outstanding balance becomes equal to 10 meals we will no longer be able to provide your child with a hot meal, and you will be contacted informing you of this. The Academy is not obliged to provide food, its duty is to provide education. The option of providing food is a service that parents either pay for or are eligible for free meals.
- All outstanding arrears will need to be settled two weeks before the end of each term, otherwise legal action will be taken by the Academy's solicitors
- Meals are ordered with the kitchen by 10.30 a.m. each day, therefore if a child goes home for any reason after this time the meal will still need to be paid for.

Universal Free School Meals

Universal Free School Meals covers all children in Reception and children up to the end of KS1. In addition, information is given to new Reception parents at the introductory meeting regarding benefits available to them should they qualify for FSM.

Applications for Free School Meals are now completed by parents online on the North Somerset Council Website. Once you have had an application approved, your child would then be entitled to FSM until they leave primary education.

If a child is entitled to free meals and attends an Academy activity such as a trip where a packed lunch is required, one will only be provided by the Academy upon receipt of a completed form from their parent/carer which is available from the Academy otherwise parents will need to provide a packed lunch on these occasions.

Information regarding school meals and Free School Meals is maintained on our website.