



# **KEXBOROUGH PRIMARY SCHOOL SCHOOL MEALS DEBT POLICY**

Kexborough Primary School will adopt a 'no debt' policy relating to the school meal service.

The reasons for this are:

1. If debts are incurred the school budget has to pay for them.

This means that money which should be spent on a child's education is used to pay for debts incurred by parents/guardians. Every parent/guardian will agree that this is unacceptable and we request that **ALL** parents/guardians give this policy their full support.

Parents/guardians must pay in advance for the school meal by sending in cash or by making an on line payment through the School Gateway System. Children will not be provided with a school meal unless it is paid for, except those that are entitled to free school meals.

If the debt is not cleared, parents/guardians must either provide a packed lunch or take their child home for lunch. Any child going home for lunch must be collected and returned to school at the appropriate times by a responsible adult.

In a case when a debt payment is not received nor a packed lunch provided, the Headteacher of office staff will telephone the parent/guardian to ask them to make suitable arrangements for the provision of a lunch time meal for that day.

The Headteacher reserves the right to begin legal proceedings against parents to recover any outstanding debts.

We hope that by implementing this debt policy we are able to help parents/guardians manage school dinner money better and at the same time ensure that all the school budget is available for our children's education.

REVIEWED : SPRING 2020