



Brookdale Primary School

School Meals Debt Policy.

Brookdale Primary School has adopted a strict NO DEBT policy relating to the provision of school meals.

If debts are incurred, the school budget has to pay for them. This means that money which should be spent on the children's education is used to pay for debts incurred by parents. All parents can easily relate to the situation that they cannot take their child to a restaurant and expect them to be given food without paying so why would it be different in school.

The Free School Meals system is there for parents who cannot afford to pay for school meals and are eligible for support. For further information of eligibility contact Wirral Borough Council 0151-606-2002, freeschoolmeals@wirral.gov.uk or wirral.gov.uk/free-school-meals.

Parents should **pay in advance** for the school lunch using any of the methods of payments outlined below

- Online, using Parent Pay. This is the preferred method.
- Cash or cheques in a marked envelope in exceptional circumstances.

Parent will be advised of any outstanding debts by the following methods:

- Gentle debt letter – sent home every week.
- Final debt letter – when £50 is reached.
- Telephone call from school office.
- Letter from Headteacher.
- Referral to WBC legal section over £50 and all methods to clear the debt is ignored.

If a debt is incurred over £50 and a referral has been made to WBC legal section, parents must provide a healthy packed lunch until the debt is cleared.

Brookdale Primary School will be advising Parents of their School Meals Debt Policy via the following ways:

- The school website.

Before a pupil leaves Brookdale Primary School any credits will be refunded.

Any child leaving who still has a sibling attending Brookdale Primary School the debt will be transferred to the sibling.