



Headteacher: Mr. I. Johnson (Hons) NPQH

Request to Change Lunch Arrangements

Name of child _____

Class _____

My child is currently:

- Dinners
 Sandwiches

They would like to switch to:

- Dinners
 Sandwiches

with effect from _____

(I understand that only one change is permitted each half term)

Dietary requirements of my child:

(Please fill this in whether switching to dinners or sandwiches to help our kitchen staff when ordering food in advance from suppliers)

- None
 Vegetarian
 Pescatarian
 Vegan
 Allergy/intolerance*
 Other*

**Please use this space to fill in more details
(e.g. allergic to nuts / no pork etc.)*

Signed _____ Parent/Carer

Date _____

Please note that any changes will start from the beginning of the week. If this letter is handed in before Friday, any change in meal arrangements will take effect from the following Monday unless stated otherwise.

If your child is changing from sandwiches to school dinners, parents will need to bring £12.00 on the Monday to pay for the week, or may pay to cover the rest of the term if you wish. We encourage parents to pay using our online PMX system. If you have any queries, please do not hesitate to contact the School Office on 01332 347374.

Thank you.
Jasmine Hurst
Finance Officer