



# OAKLEY CHURCH OF ENGLAND JUNIOR SCHOOL

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Dear Parents

Due to the ever rising costs associated with school meals, the school needs to ensure that all school meals for children are paid for in a timely manner. Unfortunately due to a small number of parents who are not paying in advance and are building up large debts on their account, Governors see no other solution than to adopt the following:

With immediate effect the school will adopt a strict No debt for longer than one week policy relating to school meals

- emails will be sent out to parents once a debt of more than £5 has built up on their child's account and will be asked to pay for those meals as soon as possible.
- No debt of more than one week per child will be allowed to incur before a request to provide a packed lunch is made
- We request that all parents give this policy their full support. If debts are incurred, the school has to pay for the meals eaten. This means that money which should be spent on the children's education has to be used for debts incurred by parents. No parent would take their child to a restaurant and expect them to be given food without paying – the same applies to school
- If a debt is not cleared, parents/carers must provide a packed lunch. In a case when a debt payment is not received, nor a packed lunch provided, the school office will telephone the parent or carer asking them to come to school with the money immediately or provide sandwiches for lunch
- If a reasonable arrangement to clear a debt cannot be made, the school reserves the right to forward the debt onto Hampshire County Council Debt Recovery Service which could result in legal proceedings taking place.
- We hope that by implementing this debt policy we are able to help parents manage school dinner money better and ensure that all money that is for children's learning is available for that purpose

Thank you for your support in this matter

Steve Rich  
Headteacher