Policy:	**School Meal Debt Policy March 2025**	
Status:	Non Statutory	
Review Date:	3 yearly - March 2028	

Long Whatton C of E Primary School has adopted a NO DEBT policy relating to school dinners provided by the school meal service.

If dinners are not paid for, debts are incurred, then the school 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. Every parent will agree that this is unacceptable and we request that all parents give this policy their full support.

If parents believe that their children may qualify for entitlement to Free School Meals, please contact the office for more details.

Parents should pay in either in advance or on the day for the school through school money. We are aware however that on occasions a parent genuinely forgets to pay in advance or a child forgets their packed lunch. Where this is the case a meal will always be provided.

If children order hot dinners and they haven't been paid for in advance, school will grant a debt allowance to the MAXIMUM of 1 week's costs. Parents will receive a text message/letter at the end of that week and if the debt is not cleared on the Monday, parents must provide a packed lunch**.** If the debt payment is not received nor a packed lunch provided, the school will phone the parent to ask them to come to school with the money/provide sandwiches before lunchtime.

If payment of the debt is not received following the text message/informal reminder, the Head Teacher will send a formal letter. Failure to comply with any of this, the Governing Body reserves the right to begin legal proceedings against parents to recover the debt.

As you can appreciate the school office is extremely busy and as little time as possible should be spent chasing debt.

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