



KILLAMARSH INFANT & NURSERY SCHOOL

Headteacher: Ms J G Daine
Deputy Headteacher: Mrs P E Stockdale

Date : 20 October 2014

To All Parents INTRODUCTION OF UNIVERSAL FREE SCHOOL MEALS



Firstly, I must say a thank you to over 99% of the 125 children and parents who have taken up either the hot meal or the school sandwich option of the Universal Free School Meal.



The school understands parents concerns as to the big changes for their children's lunchtime arrangements. I would like to thank the children personally for the way that they have all followed the new routines, trying the hot meals and for working hard to make the dining room time a more pleasant experience for all.



I would like parents to realise that the organisation of Universal Free School Meals is **not down** to one member of my staff alone. The new procedures were talked through very carefully and fully agreed by myself as Headteacher, with my School Business Manager, our Senior Mid Day Supervisor and two members of the DCC Catering Department. We have all tried hard to make this workable for parents, children, staff and the kitchen staff.



Overleaf, I have listed the procedures which the whole school and catering department are working on and we hope parents will understand and help the school by following them.



Thank you



Ms J G Daine - Headteacher
KILLAMARSH INFANT AND NURSERY SCHOOL - September 2014
PROCEDURES FOR UNIVERSAL FREE SCHOOL MEALS

KILLAMARSH INFANT & NURSERY SCHOOL
43 Sheffield Road, Killamarsh, Sheffield, S21 2DX
Tel : 0114 248 5852, Fax: 0114 248 6832
Email: info@killamarsh-inf.derbyshire.sch.uk



- Your child is signed up for a UNIFSM - either a hot meal or a sandwich option for a Derbyshire School Term - unless you have informed the School Office that for that term your child will be bringing in a lunchbox from home. **There is no availability of opting in or out mid term.** Catering supplies, costs etc have been ordered based on the take up for that term. If you wish to change your option, we would need to know the week before the end of each term.
- The Government have introduced this scheme so that every child can have a good, nutritious, healthy hot meal each day. If you decide not to take up this option - for Health and Safety reasons, due to the large volume of children requiring help and assistance with their hot meals, **from next term - November** we may have to ask lunchbox children to go home with their parents and to return for afternoon lessons at 1.00 pm should there be staff shortages at lunchtimes.
- Please go through the Menu with your child - if they do not like the hot meal option for a particular day - you can order a sandwich/wrap platter. Order forms are available from the School Office but need to be ordered each Friday morning before the next week.
- Your child has a set place at either Sitting 1 or Sitting 2. **The sittings will be alternated termly.** If you have a reasonable request for your child to sit with a particular friend for a term, please let us know. All requests will be looked at.
- As a school, we will always ensure that your child has eaten their hot meal/school sandwich option and we will inform parents if there are any problems.

Ms J G Daine
Headteacher
September 2014