



Scalford C of E Primary School

School Debt Policy

2017

REVIEWED: 13.03.17

Headteacher: Mrs M Waring

Chair of Governors: Mr A Cox

Signed copy in the School Office



School Debt Policy for Parents

As from 02/02/2017 Scalford School has adopted a NO DEBT policy relating to the school meal service.

This policy has been written to help our school adopt a consistent approach to debt. It provides clarity and consistency in managing debt and will also help parents clearly understand what is expected of them.

The Free School Meals system is there for parents who cannot afford school meals. Applying for Free School Meals is straight forward and parents can apply over the telephone, assuming eligibility is authorised the child can take a free school meal the following school day.

If parents believe that their children may qualify for entitlement to Free School Meals please contact School Food Support Service, Free School Meal eligibility checking service on 0116 3056588 or 0116 3057093, alternatively visit www.schoolfoodsupportservice.co.uk. This allowance is a statutory right and it is important that you use it if you qualify. Help is available with your application either at the school office or by contacting any of the above numbers.

If debts are incurred, then 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. The new ParentPay system highlights debt immediately so keeping track will be easy. We request that all parents give this policy their full support.

Parent/s must pay in advance for the school lunch using any of the methods of payment outlined below:

- Online using ParentPay **THIS IS OUR PREFERRED METHOD**
- Send cash or cheque in a marked envelope

Generally children will not be provided with a school lunch unless it is paid for, except those that are entitled to free school meals. If a parent genuinely forgets to pay in advance, the school may grant a debt allowance of 1 meal. However this debt must be paid next day and future meals must be paid in advance before any meal is provided.

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 for children's learning is available.

If you have any concerns please do not hesitate to contact the Headteacher.