

ST RAPHAEL'S CATHOLIC PRIMARY SCHOOL

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Monday, 01 September 2014

Dear Parents / Guardians,

Important Changes to School Meals from September 2014

This year the Government has made some big changes to school meals across the UK and how the school meals systems will work. As a parent you can find a wealth of information about the Government's 'School Food Plan' online at www.schoolfoodplan.com.

In addition to the changes to school meal provision, we need to ensure that the school still receives 100% Pupil Premium Funding, funding traditionally for children in receipt of Free School Meals. Pupil Premium is additional funding given to publicly funded schools in England to raise the attainment of pupils from lower income families and to close the gap in achievement between them and their peers.

The aim of this letter is to inform you about all the changes and to ask that you provide us with details about your child/children in relation to lunchtime arrangements and Pupil Premium funding ahead of the start of the new academic year in September 2014.

1. Lunchtime Arrangements – Whole School

We are very lucky at St Raphael's to have a fully staffed kitchen which prepares freshly made meals for the children on a daily basis. More information about school meals and menus can be found online at www.tameside.gov.uk in the school meals section.

Every child from Nursery to Year 6 is able to have a school meal and from September the Local Authority have notified us that these will be charged at £2.05 per day, £10.25 per week. Payments can be made by cheque payable to TMBC and sent into school in a clearly labelled envelope with your child on a Monday morning. Alternatively you can pay online on the Tameside website.

Should your child not wish to have a school meal they can bring in a packed lunch from home. This must follow the guidelines stated in the school's healthy eating policy, a copy of which is available on the school website – www.st-raphaels.tameside.sch.uk – or from the school office.

Two weeks' notice, in writing to the school office, is required to swap from sandwiches to school meals or from school meals to sandwiches. This is standard policy across Tameside schools.

Due to the changes to school meals provision and to help in planning to cope with additional demands, Tameside have asked the school to find out now what the arrangements will be for your child/children from September 2014. **Please complete and return the slip provided with this letter by Friday 12th July 2014.**

2. Universal Infant Free School Meals – Reception, Year 1 and Year 2

One of the most significant changes to school meals is the introduction of Universal Infant Free School Meals for all children in Reception, Year 1 and Year 2 from September 2014.

Therefore if your child will be in one of these classes in September 2014 they are entitled to have a free school meal.

We understand that some children will not eat school meals therefore this is not compulsory and you can still send a packed lunch from home, following school's healthy eating policy, should you wish.

Universal Infant Free School meals will work under the same two week notice period to swap to sandwiches and vice versa.

Children in Nursery are not covered by this initiative as their statutory hours are 15 hours per week over 5 morning sessions. Should your child stay for wraparound care and require a school meal this will cost £2.05 per day, again they may bring a packed lunch.

3. Free School Meals – Year 3, Year 4, Year 5 and Year 6

If your child will be in any of Years 3-6 from September 2014 and you think you are entitled to Free School Meals you can still claim for this benefit. Information about qualifying for Free School Meals and how they can be claimed is given in the School Meals section of the Tameside website.

However, to make this process easier we enclose with this letter an application form which you can complete and return to the school office. We will then liaise directly on your behalf with the Benefits Team at TMBC.

Any information you provide will be treated confidentially and completed forms can be returned to Miss Southworth or the School Office.

4. School Funding – Pupil Premium – Whole School

Over the past 4 years school has received additional funding for children in Reception to Year 6 who are registered for Free School Meals. This year the Pupil Premium funding for St Raphael's is £46,800.00. Pupil Premium is based on the school receiving additional funding for pupils in receipt of Free School Meals and registered with the benefits team.

In the past 4 years, school has supported families in receipt of Pupil Premium with not only learning intervention to raise attainment but also by helping with school uniform, costs of after school clubs, equipment and supporting the costs of school trips. Without the funding we would be unable to support families in this way. Pupil Premium also contributes towards the costs of resources including Lexia and NumberGym.

There is a danger of school missing out on Pupil Premium, which totals £1,300.00 per pupil, due to the Universal Free School Meals initiative. We could see funding reduced by half if we are unable to claim this with the Local Authority.

"May God's love shine in our lives as we care and share and learn together."

5. Claiming Pupil Premium Funding – Whole School

To ensure that we receive our maximum amount of Pupil Premium funding we enclose a claim form. If you meet the eligibility criteria stated, please complete and return to school and we will liaise with the Benefits Team at Tameside. If your total household income is more than £16,190.00 please do not complete the form as you will not meet the eligibility criteria.

If you do meet the eligibility criteria simply complete all the information and school will pass your form onto the Benefits Team for processing.

Any information you provide will be treated confidentially and completed forms can be returned to Miss Southworth or the School Office.

6. What Next?

- First of all complete the slip telling us if your child/children will be having school meals or packed lunch in September 2014 and return it to school by Friday 12th July.
- Next if you think you qualify for Free School Meals (Year 3-6) or are eligible for Pupil Premium Funding (Reception-Year 2) please complete the registration form and return it to school before the end of term.
- If you have any questions or need help in completing the forms please speak to Miss Southworth or come to the school office.

I appreciate there is a lot of information within this letter and if you have any questions or require clarification on anything we have written to you about, please contact me directly in the School Office or via the admin@st-raphaels.tameside.sch.uk email.

Thank you in advance for your co-operation with the changes to School Meals and claiming Pupil Premium Funding.

Mrs C. Fletcher
School Business Manager

SCHOOL MEAL ARRANGEMENTS – SEPTEMBER 2014

In September, my child: _____ in Year: _____

Will require a school meal:

Will bring a packed lunch:

I understand that two weeks notice in writing is required when changing from school meals to packed lunches and vice versa.

Signed: _____ Date: _____

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