Newton Primary School

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Headteacher: Miss C Bignell

22nd October 2026

Dear Parents/Carers,

SCHOOL LUNCHES FOR JUNIOR PUPILS – Monday 2nd November to Friday 28th December

We are writing to inform you of the lunch payment arrangements for the forthcoming half term.

If your child takes a school meal **every day**, you may choose to pay for the full half term in advance. The cost for this period is **35 days @ £3.00 = £105.00**. Alternatively, meals may be paid for weekly at **£15.00 per week**, with **payment required by 9.00am each Monday morning**.

For children taking meals on a **part-time basis**, please note that **full payment for the entire half term must be made on the first day of term, Monday 2nd November**. Part-time meal patterns must remain consistent, with children taking lunch on the same selected day(s) each week for the duration of the half term.

If your child is absent from school on a day for which a meal has been paid in advance, you will not be charged for that meal; the value will be credited to your child's account.

Payments may be made online via the **Compass** website/app, please see attached guide. The cost of dinners is deducted from your child's Wallet. You can add money at any time. If you owe money for dinners, this will need to be paid separately before you can add more money to your child's wallet. We are no longer able to accept cash or cheques as payment, all payments must be made via the app using a debit or credit card.

If you believe your child may be eligible for **Free School Meals**, please contact the Free School Meals Helpline on **0300 123 7039,** or chat to a member of the office team**.**

Number of chargeable days for the upcoming half term:

Mondays	7 @ £3.00 = £21.00
Tuesdays	7 @ £3.00 = £21.00
Wednesdays	7 @ £3.00 = £21.00
Thursdays	7 @ £3.00 = £21.00
Fridays	7 @ £3.00 = £21.00

If you wish to make any changes to your child's lunch arrangements for the upcoming half term, please notify the school office **on the first day of term**. We kindly request that arrangements remain unchanged throughout the half term. Should a change be necessary, **one full week's notice** is required.

PLEASE NOTE
Prompt payment of weekly lunch money by 9am Monday morning and full payment in advance for part time meal arrangements, is essential to ensure smooth and accurate administration

Yours sincerely,

Mrs J Williams, Bursar