



Last review date: April 2018

Ark Globe Academy School Meals Debt Policy

Introduction

Ark Globe Academy has a strict NO DEBT policy relating to our school meal service. 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.

Aim

If parents believe that their child may be entitled to Free School Meals please visit www.gov.uk/apply-free-school-meals . This allowance is a statutory right and it is important that you claim it. If you are not entitled to Free School Meals, Parents must ensure funds are available on their ParentPay account in order for their child to obtain a school meal. If you require any help with setting up your account, please contact Brenda Smallhorne on 0207 407 6877.

Expectations

The school will not provide 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 the next day and future meals must be paid in advance before any meal is provided. If the debt is not cleared, parents must provide their child with a packed lunch. If a debt payment is not received nor a packed lunch provided, Student Services will phone the parent to ask them to pay online immediately. If payment of the debt is not received by the next day, the Academy reserves the right to begin legal proceedings to recover the debt. Social Services may also be informed that these parents are not carrying out the responsibility of care by not providing food for their children at lunchtime. 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 regarding payment of school meals, please do not hesitate to contact the Academy.