



School Dinners and Food Policy



Approved by: Headteacher

Date: September 2023

Review date: September 2025

All children at Clapgate can choose to have either a packed lunch brought from home or a school dinner. This choice can be made daily, but all school dinners must be chosen through Arbor before the start of the school day.

As part of the government's universal free school meals scheme, children in Reception to Year 2 are entitled to a free school meal.

If a parent of a child in Nursery or KS2 chooses school meals for their child, then these must be paid for unless they are entitled to claim for free school meals. If parents wish to find out if they are entitled to free school meals, they will need to contact Leeds Benefit Services on 0113 222 4404 or online at leeds.gov.uk and they will inform the school if their child is eligible.

If a child is not eligible for free school meals, payment for school dinners can be made via Arbor. The cost of a school dinner is:

Nursery £2.48 per day. Key Stage 2 children (Years 3 to 6) £2.76 per day.

Payments can be made daily, weekly, fortnightly monthly or termly but must be paid on Arbor.

If a child forgets their packed lunch, a school dinner will be provided for your child. This will always be the vegetarian option and will be charged to your Arbor account.

If parents owe more than two weeks' lunch arrears, school will contact them by email to make them aware of the arrears owed. Parents that owe more than three weeks' lunch arrears will be contacted by telephone to arrange a repayment of the arrears and will be asked to provide a packed lunch for their child until the balance is cleared. Arrears over four weeks will be passed to the Finance Department at Leeds City Council.

If a child arrives at school late (after 9:00am) they will not have the choice of the full dinner menu and will be given the vegetarian option unless their dinner has been pre-ordered on Arbor.

As a school, we follow the guidelines set out in 'School Food Standards'. These food standards apply to children who have packed lunches as well as school dinners. If a child brings a packed lunch to school, red food items should not be included. If a child brings food items that are classified as a red item, then we will not stop your child from eating their lunch on that day. A member of staff will put a copy of the policy in your child's lunchbox to remind you about our expectations. If we become worried about your child's diet, we will contact you. Food items that are part of the orange group can be included occasionally as part of a balance meal.

Children can bring a snack and drink with them to school, and these also follow the same food standards as lunch. Healthy snack and drink suggestions can be seen on our 'Healthy Snacks' poster.

