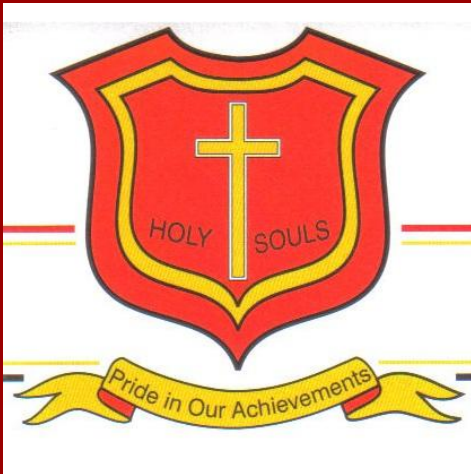


HOLY SOULS RC PRIMARY SCHOOL

Pride in our achievements



Vision Statement

Holy Souls School is a Catholic School where we share our life in Christ in the growing knowledge that Jesus loves us. Our school is a place where everyone is able to feel welcomed, valued, secure, loved and happy. Everyone who comes into our school will be treated with respect. We remember that Jesus said, 'Treat others as you would like them to treat you'

School Meals Arrears Policy

Date Agreed by Committee: 04/03/2026

Date Ratified by FGB: 26/03/2026

Annual Review

Holy Souls RC Primary School

School Meals Arrears Policy

This document is a statement of the School Meals Arrears Policy at Holy Souls RC Primary School. This policy will be reviewed annually.

Mission Statement

"To love one another as I have loved you" is at the heart of our Mission Statement. Holy Souls is a place where we share our life in Christ, in the growing knowledge that Jesus loves us. Our school is a place where everyone is able to feel welcomed, valued, secure, loved and happy. Everyone who comes into our school will be treated with respect and valued as a unique member of our school family.

Introduction

This policy concerns to the collection of school meals money and the approach to be taken in the cases of debts arising when parents/carers fail to pay for school meals.

General Principle

School meals must be paid by cash/cheque at the school office. School meals are to be paid in advance weekly, monthly or termly at a charge of £3.00 per day (£15.00 per week).

If debts are incurred, then the school budget has to pay for them. This means that money which should be spent on all pupils' education in school is used to pay for debts incurred by individual parents/carers. The governing body see this as unacceptable and request that all parents/carers give this policy their full support.

Free School Meals Entitlement

Pupils will not be provided with a school meal unless it is paid for, except those confirmed as entitled to free school meals. If parents/carers believe that their child(ren) may qualify for entitlement to Free School Meals they should contact the Local Authority. As this allowance is a statutory right for qualifying pupils it is important that parents/carers make use of it.

The school is only allowed to provide free school meals to pupils where this is officially approved and informed by the Local Authority.

Children from Reception to Year 2 inclusive are entitled to a Universal Infant Free School Meal.

Procedure for Collection of Arrears

It is accepted that on occasion arrears may arise for various reasons. However, arrears cannot be allowed to accumulate. The governing body has therefore agreed the following policy where arrears arise.

Various texts will be sent where appropriate stating the arrears owed.

Any arrears of more than two weeks, unless agreed with school, will result in your child having to bring a packed lunch until the balance is cleared and advanced payment has been made.

Mrs Rachel Woodridge

Administration Assistant