



JCR/dc

21 November 2018

Dear Parent/Carer

**Re: Christmas Lunch**

Christmas is fast approaching and we will be holding our annual traditional Christmas lunch, with vegetarian option, on Wednesday, 18 December 2019.

Once again we have held the price of the lunch at £3.00. Students who are eligible for a free school meal will not need to pay but **will still need to book** the meal to allow our kitchen staff to prepare enough food.

If your child is entitled to a free school meal and opts to have the Christmas Lunch, then they will not be able to access their Free School Meal entitlement to purchase break time snacks as well as take the festive lunch.

If your child wishes to participate in the lunch, please return the reply slip below, together with any payment required, to the Main Office before Friday, 06 December, 2019. Due to the increase in student numbers, students **MUST BOOK** for their Christmas lunch. **No bookings can be taken after this date to ensure supplies are received in time for the meal.**

There will be the full range of items on sale at break time on this day, however, the Christmas meal will be the **only** lunch available on the day and we would like to encourage all students to join us.

Yours faithfully

**Senior Administrator**

X-----

**Please Return to Mrs Clark, Main Office**

Please note: Christmas lunch must be paid for in advance, students will not be allowed to use the payment machines on the day.

Student's Name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

[Please tick]

- I would like my child to have a Christmas lunch and enclose payment of £3.00
- I would like my child to have a **Gluten free** Christmas Lunch and enclose payment of £3.00
  
- My child would like Christmas lunch. They are registered for Free School Meals
- My child would like a **Gluten free** Christmas lunch. They are registered for Free School Meals