

Date: 08/09/2022

## Lunch Payments

Dear Parents and Carers

I wanted to write again with information about how to set up your Arbor account and how to top up your child's lunch balance.

Please read the guides [attached](#).

Please remember that if your child is entitled to a Free School Meal, then they can choose the Meal Deal each day – and for that there is no charge to you. However, if they would like to buy additional items such as crisps, cookies, a bottle or can of drink or a brownie, then there will be an additional charge as these are not part of the Meal Deal, and you will need to put money on their lunch account for this. I have attached a slide which tells you what is in the Meal Deal.

Also, by way of reminder, if your child is not entitled to a Free School Meal, then you will need to pay for all the items they purchase in the dining room. They can purchase the Meal Deal for £2.30, or they can mix and match items.

We have allowed all students to have a small 'overdraft' on their accounts in case you forget to top up the balance. We want to ensure that all students are fed. As your child's balance approaches zero, you will receive an automated email / text message to alert you and if your child goes 'overdrawn' on their account, we will also call you that afternoon so you have chance to top up again before the next day.

If you think your child might be entitled to a Free School Meal but you haven't set this up, please contact [antonia.louisy@walthamstow-academy.org](mailto:antonia.louisy@walthamstow-academy.org) and she will be able to advise you. If you are struggling to set yourself up on Arbor, please contact the school and we can help. It is possible for you to bring cash to the school and we can put this on your child's account, if you would find that helpful – but I do recommend using Arbor as once you get the hang of it, it is very convenient. We will be using it for school trips this year too!

With kind regards

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Principal

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