

26 June 2017

Dear Parent/Carer

I recently wrote to you concerning the cashless payment system for the Café and how to minimise the possibility of being overdrawn.

Now that we have the system in place and tested, it is a good opportunity to explain how the system will run in the future.

When this term ends on the 25th July any surplus payments will be carried over for September. All outstanding debt will need to be cleared from the system ready for the new academic year in September. If you are unclear about your payments please contact the finance dept before the 25th July.

From September the debt limit will be reduced from £20 to £2.10 (the price of a school meal). This is due to the fact that the academy cannot continue to support the level of debt that we are currently experiencing.

If you have any concerns regarding payment for meals then please contact me via the academy office.

Yours faithfully



R Gill
Assistant Principal