

4th October 2019

Dear Parent/Carer

It is Outwood Primary Academy Greystone's policy that all payments of services, i.e. dinner money, clubs, trips, breakfast club etc. are made through **ParentPay**, our on-line payment system. It is essential that dinner accounts remain in credit at all times and trip and clubs are paid for before the due date.

School dinners

If your child/children require a school dinner, it is vitally important that payment is made in the following way:-

- £10.75 to be paid each week on a Monday
- If the payment is not made you will be contacted to advise your child will require a packed lunch the following week – until the outstanding balance is cleared.

Children in Reception, Year 1, and Year 2 are still eligible for a Universal Infant Free School Meal. Any Parent/Carer of a child/children in the KS2 classes, who feel they may meet the criteria for free school meals, can request an application form from the School Office, where support will be given to complete.

Clubs

Clubs (currently Karate) require paying for in advance, before the club commences each half term. Failure to pay in advance will mean your child cannot commence the club.

School trips

As I am sure you will agree, school trips are a vital part of your child's/children's learning, however these cannot take place without full support from yourselves. If insufficient contributions from Parent/Carers are received sadly trips will be cancelled.

Swimming (current Y3/Y4)

Swimming lessons are part of the national curriculum but do incur a significant cost to the Academy, through the hire of the coach transporting the children to the swimming baths. We would, therefore, be very grateful for any voluntary contributions towards the cost of the coach.

As always, thank you for all your help in supporting your children and the Academy.

Yours sincerely

Miss V Kirkman
Principal