



Saltford
CofE Primary School

Saltford CofE Primary School
Claverton Road, Saltford, Bristol BS31 3DW
T: 01225 872185 E: contactus@saltfordschool.org.uk
W: www.saltfordschool.org.uk [@SaltfordPrimary](https://twitter.com/SaltfordPrimary)
Headteacher: Dawn Sage
Co-Chairs of Governors: Megan Jackson and Richard Rowland

June 2019

Dear Parents and Carers

Year 6 Dinner Money

As your child is nearing the end of their time at Saltford School, I thought it would be helpful to advise you of the procedure regarding Dinner Money for this term now that payment is made via School Comms.

Dinner money accounts must be **settled in full** on or before the last day of this term, Tuesday 23rd July. The office will continue to send reminder texts and letters this term to anyone who is in arrears with dinner money – please do remember that it is Zest policy that dinners are paid for in advance.

It would be helpful if you could calculate the number of dinners required for this term in advance in order that you can make payment via School Comms, where the minimum payment is £26, to ensure your child's dinner money account is at NIL **after** lunch has been taken on 23rd July. Dinners are currently £2.60 per day.

Credit Balance – if there is a credit balance on your child's dinner money account on 23rd July and there is a sibling at the school, the balance will be transferred to the sibling's dinner money account. If there is no sibling at the school, a refund will be made to you. The office will endeavour to make any refunds necessary on 23rd July, but these may be delayed until September. The refund will be made via School Gateway to the original payment method. We can no longer make refund payments via cheque.

Debit Balance – if your child's dinner money account is in arrears, but the arrears is below £26 minimum for payment on line, as an exception, the office will accept cash payments to bring the account to NIL.

Thank you for your understanding. Should you have any queries with regard to payments for Dinner Money, please do not hesitate to contact the office.

Yours sincerely

Mrs D Sage
Headteacher