



*Broadclyst Community Primary School  
A Cornerstone Digital Academy*

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12<sup>th</sup> December 2017

**RE: Dining Club Choices for Spring Term 2018 – Years 3 - 6**

Dear Parent,

Please find attached the new Dining Club menu for the spring term 2018.

We are now asking for you to book and pay for this service via WisePay, unless your child is eligible for free school meals. The full cost for children is £78.40 per child or this can be paid in two instalments. The first instalment of £37.80 is due by 3<sup>rd</sup> January 2018 and a second payment of £40.60 is due by 18<sup>th</sup> February 2018.

We also need you to choose what you would like your child to eat each day. In order for us to order the food for the start of the new term, please can you complete the dining club form by clicking here [Dining Club Default Order Form](#). This will create your child's "default" choice for the whole two-week menu. Please could you do this by **Thursday 14<sup>th</sup> December**. Apologies for the late notice, however your support in helping us to achieve this at a busy time of year would be appreciated.

If you wish at any point during the term to update this default choice for any day or for the entire two-week period, you can do this by updating your choices via the online form.

If we have not heard from you by Friday morning, we will ask your child for their choices in class. If your child no longer wishes to be part of the Dining Club, and will be bringing a packed lunch to school from January, please let us know by emailing [admin@bcps.org.uk](mailto:admin@bcps.org.uk). If we do not hear from you, we will assume they will be continuing.

From next term, any changes to your child's preferences need to be made by a **Sunday** evening, for the changes to apply the **week after** the forthcoming week. This allows us good time to update the records and place the food orders with our suppliers.

We continue to listen to you and your child's feedback when putting new menus together and we are always seeking ways to improve the service. If you wish to know more, provide feedback, or come in and taste the food being served please do contact me.

Yours sincerely,

**Jonathan Bishop**  
Headteacher