22nd March 2020

Dear Parent Carer

Your son/daughter is eligible for free college meals and we would like to offer a meal on Monday if you require it. The government are currently developing a voucher system that can be used at supermarkets to purchase food, however, until we have further information and whilst the school kitchen is still functioning we can provide a meal and pudding for your son/daughter.

If you could collect the meal, it would be very helpful. However, if you have no transport, are unwell or isolating as a family we do have a small team of staff that have kindly offered to help provide a delivery service.

I cannot guarantee that the meal will arrive in time for lunch and suggest that the meals would be better planned for as an evening meal. If you are reheating the meals, please make sure you are following health and safety guidelines. Standard advice is to cook food until it has reached 70°C and stayed at that temperature for 2 minutes or alternatively reaching 80°C and remaining at that temperature for 6 seconds. You can get further guidance about reheating food at <https://www.food.gov.uk/safety-hygiene/cooking-your-food>

The school kitchen is expecting a delivery of food on Tuesday, after which point we may be able to provide several meals in one delivery to reduce the amount of deliveries required across the week.

When the voucher system becomes available, and if this is your preference, we will stop deliveries and work with you to ensure you can access this system.

Because we are proving meals for some students that have dysphagia concerns and are high risk of choking we have to ensure our meals are suitable for all. These students are not allowed to eat pasta and therefore the meal on the menu for Monday is pasta-less lasagne.

**Please can you let me know by 4pm today** (Sunday) using the details below if you **DO or DO NOT** require a free school meal tomorrow (Monday 23rd March).

Text: 07513 438814

Email: rg188@chadsgrove.worcs.sch.uk

**Please state your son/daughters full name in your text/email and advise if you will be collecting, require delivery or prefer not to have a meal. If you are isolating please let me know so we can knock the door and then leave it on the doorstep.**

Yours Sincerely,

Bec Gayden

Vice Principal