



Allenbourn Middle School

East Borough, Wimborne Minster, BH21 1PL

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Headteacher: Mrs Cindy Pritchard

Deputy Headteacher: Miss Paula Davies

Assistant Headteacher: Mr Matthew Golding

3rd November 2020

School Lunches

Dear Parents & Carers

We are pleased to inform you that we are now in a position to offer a limited menu of school lunches to all pupils and this service will be available from Monday next week.

To run this service in line with our risk assessment and Covid19 guidance, meals will have to pre-ordered via our online system (through Parentmail). Ordering will need to be complete by Thursday each week for the following week, so that canteen staff are able to order and prepare appropriately. Food that is ordered is prepared on the day, and will then be packaged in a grab bag, labelled with the pupil's name and year group, and delivered to their year group area at the beginning of lunchtime. Lunches will be handed out by our midday supervisors and pupils' names will be ticked off against the order list, with costs charged against your lunch card account. Our dining room will continue to remain out of use as we are unable to facilitate all of the year groups going through this space safely in the allocated time available.

If you would like to take up this offer, please ensure that you have completed the ordering by Thursday this week for next week. We will be unable to accommodate orders that come in after the close of Thursday each week. If your child is in receipt of a free school meal, please can you also complete the online ordering system. Please note, if you have pre-ordered and your child is then off sick, you may be charged for the meal on the first day of sickness as we will not have been able to give the kitchen notice not to prepare the food.

For our new Year 5 parents, please find attached to this communication the instructions of how to top up your child's lunch card account.

Please see attached for the menu that will be offered this half term. You are able to opt in or out of this system each week, providing any order put in for the following week, is done so by Thursday. You can also choose whether you wish to order meals for one or two days, or for the whole week by completing the form. We have uploaded the order forms from next week until Christmas should you wish to complete them in advance or you can complete each week for the following week.

Kind regards

Cindy Pritchard
Headteacher



Allenbourn Middle School Colehill First School Emmanuel Middle School Hayeswood First School
Hillside First School Lockyer's Middle School Merley First School Pamphill First School Queen Elizabeth's School
St John's First School St Michael's Middle School Verwood First School Witchampton First School