



# Oldfield Primary School

Bray Road, Maidenhead, Berkshire, SL6 1UE

Telephone: 01628 621750

Website: [www.oldfieldprimary.com](http://www.oldfieldprimary.com)

Headteacher: Mr Richard Jarrett



4<sup>th</sup> February 2019

Dear Parents

## Re: Introduction of Online Dinner Payments

After half term, Caterlink will be introducing a new system for paying and ordering school dinners. **Payments will now have to be made, in advance, online.** In the next couple of days we will be sending a letter home with your child/children regarding how to register, each letter has a unique code that you will need in order to set up your account so please look out for it.

Daily menus will be available to view, with photographs of each meal. There will still be three options, meat, vegetarian, jacket potato/pasta and gluten free menus are also available.

There are a number of important points that you will need to be aware of with this system

- It will no longer be possible to pay for school meals with cash or cheque, all payments must be made online
- Meals must be paid for in advance and you will not be able to order a meal if there is no money in your account
- The deadline for ordering is **midnight** the night before
- Meals can be ordered for a day, week or whole term
- Should you forget to order by midnight, you will need to provide a packed lunch for your child. This will also apply if your child is late in after an appointment and you have forgotten to order the night before
- Children eligible for Free School Meals and Universal Free School meals will still need to order online but will not have to pay

If you do not have the facility to access the internet at home we will have a laptop available in the Learning Resource Area. We would encourage you to set your account up as soon as possible and start ordering meals, A staff member from Caterlink has offered to be available to support parents experiencing problems with using the system, please let us know if you need some help and we can arrange a time for her to be in school.

Links to the Scopay website and Guides for Parents will be available on the school website [www.oldfieldprimary.com](http://www.oldfieldprimary.com)

The most important point to emphasise is that **all school meals must be ordered by midnight the night before and paid for online**, the only other available alternative is to provide a packed lunch.

Kind regards

Richard Jarrett MBE  
Headteacher

