



St Michael's CE (VC) Primary School  
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4 September 2014

Dear Parents and Carers,

### Reception Universal Infant Free School Meals

As you may already know, our online payments provider is a company called Wisepay and as we start the new school year I am looking to encourage everyone to use online payments to pay for all trips and, where appropriate, clubs as well as ordering school meals. As Mr Kennedy has highlighted at the opening evenings without those payments towards our trips we simply would not be able to run such a wide variety for the children.

The online menus for the new school year are now live but the Wisepay accounts have not yet been activated. Your username and password for this account will be given out on the 8<sup>th</sup> September. While your child is entitled to a Free School Meal you are still required to order the meal for them. Due to the increase in the number of meals we will be expecting to provide on a daily basis I have ordered enough to cover up to and including the 19<sup>th</sup> September. However, meal orders for the week beginning the 22<sup>th</sup> September need to be completed by 10am on Monday 15<sup>th</sup> September; please ensure you have logged on and ordered the meals by this date. Payments can be made using any credit or debit card.

The meals are provided free of charge due to the government led Universal Infant Free School Meal programme. I appreciate some parents and carers may need assistance when using Wisepay; if you feel unsure about any aspect, please get in touch with the school office on the contact details above. I am planning to hold training sessions here at the school for those who feel they could benefit from them. Details of these will follow in due course.

Yours faithfully,

Rob Munro  
School Business Manager

