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Hot Meal Service at St. Michael's Primary – September 2019

Dear Parent/Carer,

We are delighted to be providing hot school meals for the pupils at St. Michael's Primary School and welcome your children to explore our exciting menu which has been specifically designed to cater for young children.

The summer menu is now available online to view and we have attached a copy of the menu which will run until the October half term. You are welcome to register with the online meal ordering website www.dorset.mealselector.co.uk but will be unable to book meals until week commencing the 29th July 2019.

Attached to this letter is the *Chartwells Online Ordering Guidelines* leaflet. The online guide describes the process on how to register and place your meal orders for week commencing Monday 2nd September 2019 and beyond (**please note that you will need to place your order by midnight on Sunday 25th August 2019**). If you do not order by this cut-off date you will need to provide your child with a packed lunch.

If your child starts at school mornings only when you move to full time please provide at least 3 working days' notice to Chartwells to start receiving hot meals.

If you do not have access to the internet, please contact Chartwells directly on 01202 691038 who will place your child's meal orders on your behalf.

We recommend that you book meals for the whole term to ensure meals have been ordered without having to remember to book them on a weekly basis. Please be aware that there are 3 options every day and the menu runs in a 3 week cycle, should your child prefer a different meal after trying what is booked for them you can easily alter this on our website as long as it is in line with our cut off points.

If you have any questions or require any assistance, please contact us on **01202 691038** or BPDadmin@compass-group.co.uk

Thank you
Chartwells Team