

**To Parents/Carers of all pupils and students**

20<sup>th</sup> November 2023

Dear Parent/Carer,

**Sign Up for Christmas Dinner on ParentPay**

Please visit ParentPay to order our traditional Christmas meal for only £2.55.

We want to ensure that all pupils and students have the chance to sit down and enjoy a traditional Christmas dinner in the Refectory, and so we will be offering each year group a specific day for their Christmas meal over a three-day period. Pupils/students will be able to sit in their year groups for the entire lunch break, so they have plenty of time to enjoy their Christmas meal with their friends. The meal will include a traditional roast (vegetarian option available).

To enable us to cook the right amount of food, and ensure we provide enough seating for everyone who wants a Christmas Meal, please sign up and pay in advance via ParentPay.

Any children who are eligible for free school meals do not need to pay but still need to sign up via ParentPay.

For those who are not having the Christmas dinner, the grab and go hot and cold food options will be increased to ensure there is plenty of choice available.

The service times will be:

<b>Year Group</b>	<b>Day</b>	<b>Time</b>	<b>Payment on ParentPay by</b>
Year 9	Tuesday 12 <sup>th</sup> December	12.10 – 12.50	Noon on Monday 11 <sup>th</sup>
Year 11	Tuesday 12 <sup>th</sup> December	13.10 – 13.50	Noon on Monday 11 <sup>th</sup>
Year 8	Wednesday 13 <sup>th</sup> December	12.10 – 12.50	Noon on Tuesday 12 <sup>th</sup>
Year 10	Wednesday 13 <sup>th</sup> December	13.10 – 13.50	Noon on Tuesday 12 <sup>th</sup>
Year 7	Friday 15 <sup>th</sup> December	12.10 – 12.50	Noon on Thursday 14 <sup>th</sup>
Year 12 & 13	Friday 15 <sup>th</sup> December	14.00 – 15.10	Noon on Thursday 14 <sup>th</sup>

Yours sincerely,

**Renata Joseph**  
**Headteacher**