

Howbridge Infant School

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Headteacher: Ms A Conley



27 February 2023

Dear Parents/Guardians,

SCHOOL MEAL ORDERING

We would like to remind parents that all school meals must be ordered by the Sunday evening before the week in which the meal is required.

It is imperative that parents ensure that they have checked out their basket so that the order is filtered through to the school office. **You must checkout to ensure that the meal comes through to the school office and the kitchen, there will be a zero cost against this.** We have to provide the junior school with the meal numbers on a Monday morning and the volume of discrepancies can no longer be accommodated by either school. We cannot add additional meals after Sunday. Parents are advised that if your meal choice does not come through you will need to provide a packed lunch for your child.

If you are having difficulty with the ordering system or have any questions, please contact the school office.

Yours sincerely

A handwritten signature in black ink that reads "A. Conley". The signature is written in a cursive style with a large, stylized 'A'.

Ms A Conley
Headteacher

