

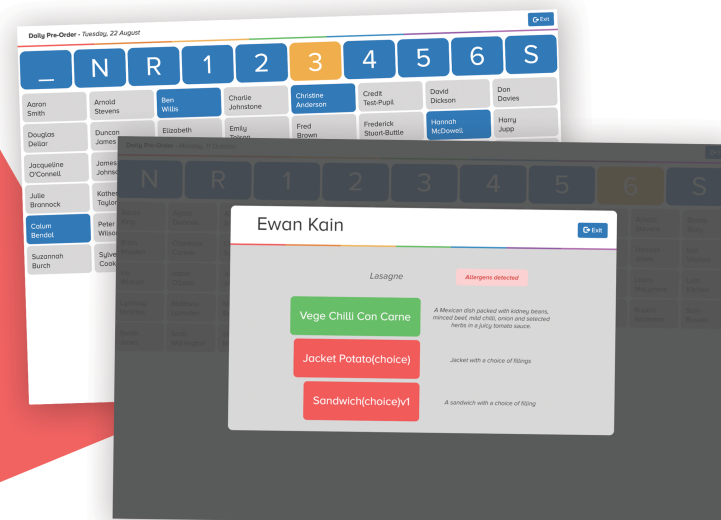
Dear Parent,

Our award winning ordering and payment system ensures children and parents can order the meals that they want, and makes paying for meals much easier. The new system also cuts down on paperwork and staff time at your school. You will now be able to go online and order meals from home, view recipes, check ingredient information, rate dishes, send your kitchen a compliment, and much more.

Pre-Ordering

Pre-ordering is done by the parent and child at home (see reverse) or on the classroom interactive whiteboard each day (in participating schools).

Dishes that contain allergens unsuitable for your child may be blocked (if your caterer has been appropriately notified)



Lunchtime

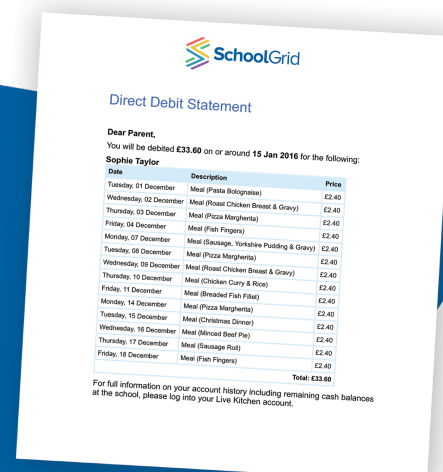
The children select their name on a touch screen during lunch service. Their meal choice is then displayed, as well as their dietary needs (if your caterer has been appropriately notified of these). If any of the dishes on offer that day are not safe for your child, the catering staff will be notified.

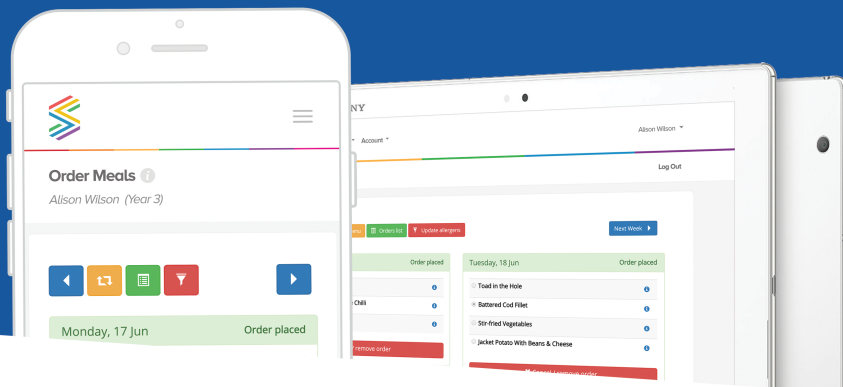
This helps ensure your child gets the dish of their choice.

Pay by Direct Debit and Save Time

Sign up and we will send **regular statements** that inform you of the meal choices your child made each day. Save time, and forget having to remember to top up!

We collect on a monthly basis and we always give **ten days notice** before amounts are collected. Card payments are also supported.





Get an Account and Log In

Give your email address to the school office to get a SchoolGrid account. You will receive an email from us with instructions for how to log in and get started.

Discuss Dietary Needs with your School

If your child has an allergy, or has any other special dietary requirements, you should discuss this with your school, who will provide further guidance. If the dietary needs relate to a common allergen, you may notice that the system will start blocking the ordering of unsafe dishes.

Click 'Direct Debit' or 'Card Payment' to Pay

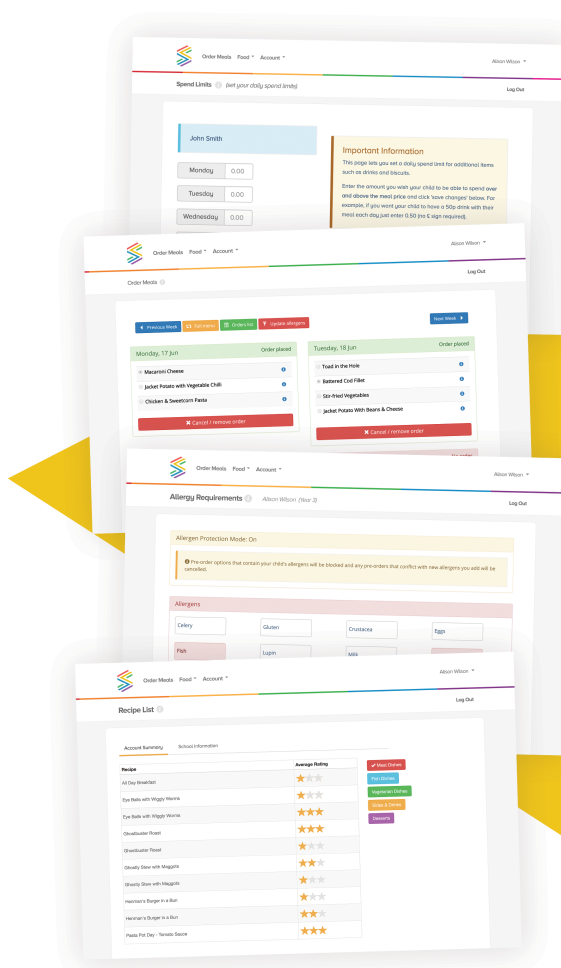
If you have any children not entitled to free meals, you can pay for their meals by Direct Debit or bank card, if your school supports it. Direct debits are collected monthly in arrears and we notify of collections two weeks before. Sign up online - it is fast and easy. Alternatively you can pay by card (in advance).

Set a Spend Limit (Senior and Middle Schools)

If your school allows pupils to buy additional items at lunchtime you can set a limit on how much they spend each day.

Order Your Meals

It's really easy and you can order for a day or a whole term! The cut-off for ordering is 8.55am on the day in question.



Please tear off and return to the school office to get an account (if you don't already have one)

Parent Name

Email (write clearly!)

Pupil names & year groups