



Portsmouth
CITY COUNCIL



Sign up for universal infant free school meals now!

Dear parent or guardian

This letter is sent to you by Portsmouth City Council on behalf of your child's school. You have received this letter as you have a child who will be in Reception, Year 1 or Year 2 in September 2014. From September, all pupils in these year groups will be able to receive a school meal at no cost to the parent/guardian* as recently announced by the government. School meals in the city are healthy, tasty, social and fun and from September choosing a school lunch for your child/children will help save you up to £400 per year if you take up the offer.

In Portsmouth we anticipate that this will be a popular offer with children and parents/guardians. To help us plan for your child and their school for September, please complete the form overleaf and return it to your school as soon as possible. Please complete one form for each child. **If your child needs a special diet and you want that to be in place for September it is important that you return the form by the end of May to enable the school and ISS (the school meals contractor for Portsmouth) to provide a bespoke menu for your child.**

Quality food, every day...

All schools in Portsmouth have meals freshly prepared every day. We use high quality ingredients which provide the right amount of energy to ensure that children can work better in the afternoons.

- All meat used is British and meets the red tractor standard
- All eggs used are free range and sourced locally
- Over 75% of our dishes are cooked from scratch using quality ingredients
- All fish served is Marine Stewardship Council (MSC- certified sustainable seafood)

- Fresh fruit or organic yogurt is available as an alternative to dessert every day
- Every effort is made to ensure food is nut free - we do not knowingly use nuts or seeds in any of the recipes or dishes
- We are also delighted to share with you that our current menus are accredited by the Soil Association and meets the Bronze Food for Life Standard.

Meat and vegetarian options are available every day, and we can cater for children who require allergy and/or intolerance diets.

Forms and further information will be available from the school office once your form is returned.

You can see the current school menu at <https://www.portsmouth.gov.uk/ext/learning-and-schools/schools/school-meals.aspx>. This menu will be on offer until October half term 2014 when we will share with you our seasonal autumn menu.

Can my child still bring a packed lunch?

Yes they can, but we would encourage them to try a school lunch. This will give them a varied and balanced diet and save you time and money.

To help ensure that your child's school is able to claim the correct level of funding and help us plan for the increase in children having a school lunch from September, please provide the details requested on the form overleaf and return to your school as soon as possible.

Yours sincerely,

Julien Kramer Interim Head of Education

*NB: A cash alternative is not available for those pupils not taking a school lunch.

www.portsmouth.gov.uk

From September 2014 all children who are in Reception, Year 1 or Year 2 will be offered a free healthy school lunch. To help us plan please answer the following:

Does your child currently have a school lunch? Yes ☐ No ☐

From September, my child will require a school lunch? Yes ☐ No ☐

Will your child require a menu to meet special dietary needs? Yes ☐ No ☐

If yes, please provide a brief description e.g. gluten free

Information about you and your child - please complete one form for each child

This information will be used by the council to check for eligibility to claim additional grant money (the 'pupil premium') from central government. It will be used for no other purposes and will remain confidential to the council. There may also be other benefits for your child offered by your school – please ask your school.

Do you currently receive free school meals for this child or any other children? Yes ☐ No ☐

Guardian details (both parents should complete the information below)

	Guardian Surname	Guardian Forename	Guardian Date of Birth Day/Month/Year			National Insurance or NASS number							
1													
2													

Child's details

Child's Surname	Child's Forename	Child's Date of Birth	School	Year Group (from Sept 14)

Current Address

	Postcode	

Daytime telephone number

Mobile	
Home	

Thank you for completing this form – please return it to your child's school as soon as possible.

I agree that you will use the information I have provided to process my claim for school meals until my child leaves school and the information will be used to check for eligibility to claim additional grant money (the 'pupil premium') from central government. It will be used for no other purpose and will remain confidential to the Council.

Name of parent / guardian	Signature	Date

Should you have any questions then please ask your school or call **023 9283 4962**.