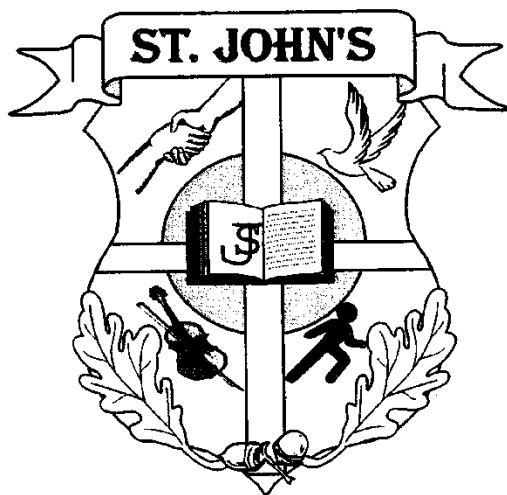


**St. John's Primary School  
Bligh's Lane  
Derry**

**A Policy on Non-payment for School Meals  
2024**



*“Learning Together Growing Together”*

## SCHOOL MEALS NON-PAYMENT POLICY

In order that children of St John's Primary School are treated in a fair and equitable manner the Board of Governors has adopted this policy for the non-payment of school meals.

All school meals must be paid for and if debts are incurred, then the school has to pay for them. This means that money which should be spent on the children's education is used to pay for debts incurred by parents. Therefore, we request that all parents give this policy their full support.

If parents believe that their children may qualify for entitlement to Free School Meals then please contact the office for further information. In order to qualify, parents will be required to complete an application form and provide any evidence which may be requested. Free school meal entitlement will only apply from the date the application has been approved by the Education Authority and cannot be backdated.

Parents must pay in advance for school meals either on a daily or weekly basis. If a parent genuinely forgets to pay in advance, the school will allow a week's grace. Payment should be made the following week together with payment for the current week's meals.

If a parent is unable to do this, then they must provide a packed lunch for their child or arrange to take the child home for lunch until the debt is cleared.

We hope that by implementing this policy we can ensure that all money that is for children's learning is available for this purpose and that children and parents are treated fairly. Policy Review

This policy has been determined by the Board of Governors, which said body may approve revisions as necessary and appropriate.

This policy will be reviewed three years from Board of Governors' ratification.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Kathleen McCallion** **(Ratified at Board of Governors' meeting)**  
**(Chairperson of the Board of Governors)**