



Mansel Primary

Chaucer Road
Sheffield
S5 9QN

Tel: 0114 232 1278 Fax: 0114 231 5726
Email: enquiries@mansel.sheffield.sch.uk
www.mansel.sheffield.sch.uk/
Headteacher: Mrs E Matthews
Chair of Interim Board: Mr M Revill



Monday, 29 June 2020

Dear Parent/Carer

Transition information from Universal Free School Meals

As you may well be aware your child is now moving into Y3 – Key Stage 2 (KS2). School years 3 and above are not entitled to the government funding 'Universal Free School Meals' that you will have been used to from your child being in Reception.

School meals for your child from September 2020 will be charged at £2.00 per day unless you are eligible (due to benefits) for Free School Meals.

Dinners should be paid for in advance and ideally for the week ahead. You can pay for meals direct to the office where a member of the admin team will issue you with a receipt of purchase or your child can bring their money into class in the morning where a member of staff will record the payment. Currently we accept payment by cash or a cheque made payable to 'Mansel Primary'.

If you think you may be eligible for free school meals please complete the form overleaf and return it to the main office ASAP so we can register your child. You will receive a text from us to confirm if you are eligible or not. You must pay for meals or send your child with sandwiches until you have confirmation from us that your child is eligible for Free School Meals.

This change in payment for school meals maybe challenging for you if you are not on FSM and we ask that you please keep on top of payments for meals or that you bring a packed lunch in for your child. We will send weekly balance texts where you would be expected to clear this balance the following week at the latest.

If you have any concerns or cannot meet the payment deadlines please come and speak to a member of the admin team where we can support you with alternative options to ensure any outstanding money can be managed within a suitable time frame.

If you have any questions or queries please contact the school office.

Yours sincerely

Mrs E Matthews

Headteacher

