



St Katherine's School



22 November 2019

Dear Parents/Carers

**FESTIVE LUNCH – THURSDAY 19 DECEMBER 2019**

Food and healthy eating are integral to St Katherine's and Christmas is a fantastic opportunity for students to share a meal together and celebrate the end of term and the festive season with their peers and tutors.

The cost of the festive lunch is £2.80 (see payment options below).

Providing festive lunch for the whole school is a huge undertaking and I would like all members of the community to get involved. The whole staff team along with our sixth form students will be joining in with the festive spirit and helping Mrs Sharp and the catering team with service throughout the day. Students may wear a festive jumper on this day but all other items of uniform must be worn.

To enable us to cater correctly on the day, the festive lunch needs to be paid for in advance. Students will not be able to pay on the day or via their dinner account on ParentPay. It will be added as a separate event on ParentPay, or alternatively, cash can be handed into the Finance Office in a sealed, named envelope by **3.30pm on Friday 6 December. No payments will be accepted after this time.** Tickets will be issued via tutor groups on the day. All students entitled to free school meals will be issued with a festive lunch ticket. If a student does not have a festive lunch, they will need to bring a packed lunch as there will be no other food service on this day. All students with a packed lunch will join their tutor group in the dining hall to eat and take part in the celebrations. All dietary requirements will be catered for including vegetarian, halal and gluten-free.

**Please sign the slip below and return to the Finance Office by Friday 6 December.**

Yours sincerely

**Alan Francis Black**  
**Deputy Headteacher**

Student Name: \_\_\_\_\_ Tutor Group: \_\_\_\_\_

Tick the option your child will be taking for lunch on the last day of term:

- Festive lunch: £2.80 paid via ParentPay
- Festive lunch: £2.80 cash (enclosed in a sealed named envelope)
- Any specific dietary requirements \_\_\_\_\_
- I will provide a packed lunch for my child so they will not require a festive lunch.

Parent/Carer signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this slip to the Finance Office by **Friday 6 December**. Thank you