

## HELSEBY HIGH SCHOOL CATERING SERVICES

In Year 7 pupils are issued with their own personal swipe card with which they pay for any food or drink bought from the school's Dining Hall. To charge this SMART card parents have a choice. You can:

- (i) Use the Helsby High School "Online Payment" system which gives the option to pay online by credit or debit card. Payments are made through WorldPay so are secure and reliable, allowing parents the opportunity to view payment history online and reduce the risk of students losing cash.

or

- (ii) Send in banknotes or cheques made payable to **CWAC – Helsby High School** to establish a balance for your son or daughter, which can cover any period (e.g. a week, a month, a term).

or

- (ii) **Send in cash (coins only) with which pupils can charge their cards at two revaluation machines in school. (This is the only option for Induction Days).**

Of course parents who wish to provide a packed lunch can do so but a SMART card will be issued to all pupils to allow them the flexibility to alternate between school and packed lunches.

From September 2017 when your child is in Year 7, the school would like to encourage parents to pay online or by cheque because this ensures that the money you allocate is spent on school meals and not elsewhere. Details of how to create your own online account will be sent to you at the start of September. If a cheque is your preferred option, you should send this on the first day with your child's name and form written on the back.

If your child qualifies for free school meals, the school is informed once you have submitted your claim to the District Education Office. Your child's card will then be automatically credited with £2.40 each day in a completely confidential way.

On their first day in school each pupil will be shown how to use the system. It is quite straightforward if pupils take care of their card and remember to bring it every day. If a card is lost or damaged it should be reported immediately, by your child, to ICT Support Services in D5. The balance on the card can be transferred to a new card but pupils will have to pay £3 for the replacement.

This system has many advantages for parents. On request, we can provide a print out of what your child eats, and you can help your child learn how to manage his/her money (there is a daily limit of £5.00 to prevent pupils grossly overspending). There is complete anonymity for pupils who claim free school meals but above all you can ensure that the money you give your child is spent on food and drink.

At Helsby we do not underestimate how important it is for children to eat properly in a safe and comfortable environment during the school day. There will be a wide range of food and drinks on offer in the Dining Hall and we hope that the cashless system will help our pupils make good balanced choices about how they eat and drink in school. If you have any concerns about the system in the first instance, you should contact the Finance Office.