

Our Reference: MKH

Date: 20 April 2026

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Dear Parent/Carer

Purchasing food and drinks at Fir Vale Academy from the School Canteen

Please find key information for when your child purchases food and drinks at the School Canteen.

Free School Meals

If your child receives free school meals, they will have a free school meal allowance of £3.00 daily towards their lunch meal only. If your child would like to eat or drink something at morning break, or purchase something that costs more than £3.00 at lunch time, they can bring cash to school and use their finger print at one of the machines to top up their account, or you can top up their account using ParentPay (please contact the school if you need support setting up ParentPay). Please note, there is an overall £6 spend limit per day.

Non-free School Meals

If your child is not eligible for free school meals, please ensure they have sufficient funds on their account to spend at morning break and lunch to purchase food and drinks. They can bring cash to school and use their finger print at one of the machines to top up their account, or you can top up their account using ParentPay (please contact the school if you need support setting up ParentPay). Please note, there is an overall £6 spend limit per day.

School Break and Lunch Debt Policy

Fir Vale Academy is committed to ensuring all children have access to school meals. We are also committed to ensuring that children (where possible) do not accumulate debt (money owed for school meals where children have been allowed access to meals despite not having the funds).

On a weekly basis, our Reception and Safeguarding Teams check for debt that is owed to the school and will contact Parents/Carers to make a payment during the week and provide relevant support. If by Friday of the same week the debt is not resolved, our School Safeguarding Team (after they have conducted an assessment of the situation) will advise if a child's account will need to be placed on hold and Parents/Carers will be sent a letter. If the account is on hold, the outstanding debt will need to be paid before it can be unblocked. Parents/Carers will be advised to provide a packed lunch for their child until the debt has been paid.

Yours faithfully

M Khan

M Khan
Operations Officer

Achievement Respect Opportunity Togetherness Kindness Determination

Principal: Mr Danny Bullock