



Mr D Roberts, Headteacher

25<sup>th</sup> September 2019

**Herts Catering/ Schools Grid- School Meal Ordering**

Dear Parents/Carers,

We are pleased to announce that from the 7<sup>th</sup> October the way pupils choose their lunch choices is changing allowing you greater influence over what your child eats; a simpler way of choosing and paying for meals and additional teaching and learning time in the classroom.

Herts Catering Limited are working in partnership with SchoolGrid to introduce a new system which allows pupils and parents to view menus and pre order school meals in advance from the comfort of their own home. By logging into your SchoolGrid account you can select one meal per day from the Hertfordshire Catering menu. (The vegetarian options are clearly displayed in green). Children can order for a day in advance or for the whole term. The cut off for ordering is 9am each day. Please find a copy of the Autumn Term menu attached to this letter.

We will no longer be operating payment via School Gateway which will close on Friday 4<sup>th</sup> October. Instead parents will also be able to pay by either direct debit which is collected on a monthly basis in arrears or make ad hoc payments with a credit card. You will then receive regular statements detailing the meal choices taken by your child each day. Any current balances will be transferred to the new system.

At lunchtime the children will now select their name on a touch screen at the School serving hatch. Their meal choice is then displayed to the cook, together with any dietary needs. If your child has an allergy/intolerance and you have not already informed Herts Catering, please contact them via [www.hcl.co.uk](http://www.hcl.co.uk)

If your child already has a School meal, you will be contacted shortly by SchoolGrid with login details and account information. In order that your child receives the correct meal on launch day, please ensure you have set up your account prior to 7<sup>th</sup> October 2019.

If your child is currently not signed up for a School meal with Hertfordshire Catering we would ask that you complete the attached permission slip. This will then ensure that you receive a login and can include your child for 'one off' meals such as at Christmas.

Yours sincerely,

Mrs K Hodgart  
School Business Manager

Lincoln Drive, Croxley Green, Rickmansworth, Herts, WD3 3NJ  
Telephone: 01923 773861  
Email: [admin@littlegreen.herts.sch.uk](mailto:admin@littlegreen.herts.sch.uk) [www.littlegreen.herts.sch.uk](http://www.littlegreen.herts.sch.uk)

I give permission for Little Green Junior School to provide SchoolGrid with my email address and child's details to set up my account.

Signed .....

Pupil name and class .....

Date.....