



Mill Lane  
Batley  
West Yorkshire  
WF17 6EG

Phone: 01924 326724 Fax: 01924 326719 Text: 07864 116308  
E-mail: office.milllane@kirkleeseducation.uk  
Website: www.mill-lane.org.uk

Headteacher: Christine Barlow

20<sup>th</sup> November 2017

Dear Parent/Carer,

**Christmas Lunch – Thursday 21<sup>st</sup> December 2017**

If your child would normally have sandwiches or return home for lunch, we would like to invite them to attend our traditional Christmas Lunch to be held at school on Thursday 21<sup>st</sup> December 2017. The menu will be a choice of roast turkey, Halal chicken breast, salmon and broccoli tart or vegetable wellington and a selection of seasonal vegetables, followed by Christmas pudding, white chocolate and cranberry shortbread and flapjack or a chocolate muffin with strawberry and cream.

If your child(ren) **does not normally have school dinners** but would like to have a Christmas Lunch on Thursday 21<sup>st</sup> December they may do so at a cost of £2.12. **Payment for this lunch must be made by Monday 18<sup>th</sup> December.** If payment is not made by this date a meal will not be ordered for your child and they will be unable to have a theme day lunch. ParentPay is now live at school and we no longer accept cash and cheque payments in school for dinners.

A secure online account, activated using a unique username and password, has been created for all parents. The easiest way to pay is by debit or credit card online via ParentPay, however parents who need to continue making payments by cash may do so using the PayPoint network at local convenience stores.

To order a dinner for your child you need to complete the form below and return it to school as soon as possible, but no later than **Friday 1<sup>st</sup> December 2017.** Exact numbers are needed to enable the kitchen to order the correct quantity of food. Requests for a Christmas lunch after this time cannot be accepted. If you have not yet used ParentPay or PayPoint and need your login and account details, please indicate this on the form and we will send them to you. If your child(ren) normally has a school lunch you just need to pay their dinner money in the usual way.

Yours sincerely,

Miss C Barlow  
Headteacher

✂.....

Name of child(ren): \_\_\_\_\_ in class: \_\_\_\_\_

would like a Christmas Lunch on Thursday 21<sup>st</sup> December 2017.

- I wish to pay online and need my ParentPay account details
- I wish to use PayPoint and need my account details
- I already use ParentPay and do not need any details

Signed: \_\_\_\_\_ parent/carer

*Learning through hard work, friendship and fun.*

