



Opportunities  
Bring  
Success

## Old Basford School

Percy Street, Old Basford

Nottingham, NG6 0GF

☎ 0115 9785505

✉ [admin@oldbasford.nottingham.sch.uk](mailto:admin@oldbasford.nottingham.sch.uk)

[www.oldbasfordschool.co.uk](http://www.oldbasfordschool.co.uk)

### Changes to School Meal Ordering and Pricing

We are writing to inform you of some important changes to our school meal ordering system, which will come into effect from **1<sup>st</sup> September 2026**

From **1<sup>st</sup> September 2026**, all school meals must be ordered directly by parents and carers through the **Arbor Parent App**. This new process will provide families with greater flexibility to view menus, select meals and manage their child's lunch bookings online.

Please note that **all meals must be ordered by midnight on the day before the meal is required**. Unfortunately, meals cannot be guaranteed if they have not been pre-ordered within this timescale.

### School Meal Price Change

From **1<sup>st</sup> September 2026**, the cost of a paid school meal will increase to **£3.10 per meal, £15.50 per week**.

If your child is eligible for Universal Infant Free School Meals (Reception, Year 1 and Year 2) or Free School Meals, there is no charge; however, meals will still need to be ordered in advance through Arbor.

### What You Need to Do

To ensure your child receives their chosen school meal, please:

- Log in to your Arbor Parent App or Parent Portal.
- Child's profile page, Select meal choices, select the day you want. You will see the menu for that day, make your selection from one of the choices.
- Order your child's lunches before midnight on the day prior to the meal being required.
- Ensure your Arbor account has sufficient credit if you pay for school meals.

To support you with this new process, we have attached a **step-by-step guide** explaining how to order school meals through Arbor. We encourage all parents and carers to read this before the new system goes live on the 1st September

If you experience any difficulties using Arbor or have any questions regarding the new arrangements, please do not hesitate to contact the school office. We will be happy to assist you.

Thank you for your continued support and cooperation as we introduce these improvements to our school meal ordering process.

Yours sincerely,

**Mrs L Duffin**  
Headteacher

