



Opportunities  
Bring  
Success

## Old Basford School

Percy Street, Old Basford

Nottingham, NG6 0GF

☎ 0115 9785505

✉ admin@oldbasford.nottingham.sch.uk

www.oldbasfordschool.co.uk

July 2025

Dear Parent/Carer,

### School Lunches

As you are aware whilst your child has been in Year 2 they have been entitled to receive a free school lunch under the governments Universal Free School Lunch programme. This scheme is for children from Foundation Stage up to Year 2 and as your child will be moving into Year 3 in September, they will no longer be eligible for a free school lunch under this scheme.

**Children entitled to benefit related free school meals and who we have received a current authorisation from the Pupil Benefits Department of Nottingham City Council, will of course still receive a free lunch at school.**

If during the next academic year, you wish for your child to continue to have a school lunch it is school policy that lunches are paid a week in advance. From the 1<sup>st</sup> September, the cost of a school lunch will be £3.00 per day (£15.00 per week). Payments should be made online via the Arbor Parent App.

Please use the following route to make payments on the Arbor App

- From your child's home page, scroll down to Accounts,
- Select school meals,
- Click the green tab "Top up account"
- Enter the amount you wish to pay and click the "Pay Now" green tab,
- It will then ask you to enter your payment card details.

In September if you no longer want your child to have school lunches then please provide them with a healthy packed lunch.

If you think your child may be entitled to benefit related free school meals, I would encourage you to complete the attached form and return it to the school office where our office staff will forward it to the Pupil Benefits Department at Nottingham City Council, who will complete the necessary checks and let us know if you qualify. If your child does qualify for free school meals as well as reduced costs for school visits, in September you may also be entitled to receive a free item of school uniform.

If you have any questions then please contact the school office.

Yours sincerely

Mrs L Duffin

**Headteacher**

