



The Grove Primary School

Chobham Road
Frimley
Camberley
Surrey
GU16 8PG

Tel: 01276 22447

Executive Head: Mrs Jenny Rogers
Academy Head: Mrs Lynn Wicksey

info@grove.kite.academy
www.grove.kite.academy

25th March 2021

Dear families,

Ordering Lunches

School lunches are booked in advance from home using SCOPay online booking and payment system, **school lunches need to be ordered before midnight for the following day**. Lunches can be booked for the whole week or on an adhoc basis for example, if your child would like to have the roast that is offered, on a Wednesday, you can book them in for this day only. For information, lunch accounts are required to be in credit for a lunch to be ordered – applicable for Years 3 to 6, unless entitled to Free School Meals. Please note no credit is required for Reception, Year 1 or Year 2 as Universal Free School Meals are available to these year groups. Please see below for codes used for ordering lunch choices via SCOPay:

Meal type	Code to enter onto order	Year Group Available to
Meat	M	All Year Groups
Halal (Wednesday only)	H (Wednesday only)	All Year Groups
Vegetarian	V	All Year Groups
Special Diet – agreed with school kitchen, medically prescribed e.g. allergens, food intolerances	C	Only to Individuals who have completed special diet request and liaised with school catering manager.

The cost of a school lunch is £2.40 per day (applies to Years 3 to 6). We are a **cashless** school, the method of payment for school lunches is **online via SCOPay**, if you require a code for online payments please contact the school office.

Cancelling Lunches

If you wish to cancel a lunch order for any reason, please go onto SCOPay and cancel. Please note that **the cut off time is midnight the day before**. Please be aware that we are not able to cancel lunches on the day following a phone call from parent.

Free school meals registration brings a “substantial” additional sum to the school to support the children’s learning. Please do give us your permission; National Insurance number and date of birth if you believe you may be entitled (see attached form for completion and return electronically).

Chief Executive Officer: Mrs C Dickinson

The Grove Primary School is part of the Kite Academy Trust a charitable company limited by guarantee and registered in England and Wales with company number 09785186. The registered office is Holly Lodge Primary School, Stratford Road, Ash Vale, Surrey, GU12 5PX.

Email: ceo@kite.academy Web: www.thekiteacademytrust.org Tel: 07874 186200