



Monkhouse Primary School

Pennygate Spalding Lincs PE11 1LG

Tel: 01775 722006

Website: www.monkhouse.lincs.sch.uk

Email: reply@monkhouse.lincs.sch.uk

22 June 2023

Dear Parents and Carers

SCHOOL LUNCHES – NEW PROVIDER TASTER SESSION WEDNESDAY 28TH JUNE 2023

Our current school meal provider has informed us that they will no longer be able to supply our school with lunches at the end of the school year; therefore, we have had to source a new provider.

From September, our new provider will be Willoughby Foods Ltd. They are a school meal provider with a farming background and are passionate about providing food for children which is locally sourced, delicious, nutritious, and enjoyable.

They will be visiting school from 2:15pm on Wednesday 28th June and will bring a selection of foods for parents to try. You will find them on the school playground at the conclusion of the Key Stage 1 sports day.

The benefits of Willoughby Foods Ltd include:

- A varied menu which is fully compliant with the School Food Standards and accredited by Lincolnshire County Council.
- Choice of four different options daily running on a six week cycle. There is a choice of a meat dish, vegetarian dish, jacket potato and a packed lunch option.
- Packed lunches for school trips.

A brief information leaflet is attached with this letter, however for more information about Willoughby Foods and to view their sample menus, you may like to visit their website <https://www.willoughby-foods.co.uk/>

The change of provider will also mean a change in the way lunches are ordered and paid for. **Lunches will only be available by ordering and paying online directly through Willoughby Foods Ltd.** This can be done weekly, monthly or termly and children can continue to have as few or as many meals as they wish.



All **Key Stage 1** children (reception, year 1 & year 2) will continue to be entitled to free school meals (Universal Free School Meals) regardless of individual circumstances.

In **Key Stage 2** (year 3, 4, 5 & 6), there will be no charge for those children entitled to pupil premium free school meals. The cost of a lunch for all other children will be **£2.45 per day**.

All meals must be ordered (and paid for, where appropriate) in advance and orders must be received by **12 midnight on the Tuesday for meals required for the following week**. Once the deadline has been reached, no late or additional orders or order changes will be accepted online. Parents can contact Willoughby foods by telephone (01205 351133) and by email – schoolmeals@willoughby-foods.co.uk. All communication regarding school lunches will be via Willoughby Foods as the school office will not have administrative access to the website.

To make the transition as easy as possible, we will provide all the necessary information to Willoughby to enable them to set up an account for every child in school. Willoughby Foods will then send an email providing your login details (username and password) which you will receive during the last week of this term.

The menus for September to December will be live to view on Willoughby website from Monday 26th June and you will be able to order once you have received your login information. The deadline for orders for the first week back after the summer holidays, Wednesday 6th September (3 school days), will be **midnight on Tuesday 29th August**. You will receive email reminders from Willoughby during the school holidays, the **final** reminder for orders for the first week back will be in the morning of 29th August.

We hope that the change over is a smooth one and that the children continue to enjoy their school lunch experience.

Yours sincerely

Sue Goodsell

Mrs S Goodsell
Headteacher

