



Essendine Primary School
Essendine Road
London
W9 2LR
www.essendine.org.uk
Email: office@essendine.org.uk

REQUEST FOR CHANGE OF MEAL ARRANGEMENT SEPTEMBER 2023

I wish to change my child's meal arrangement

Child's Name Class:

My child is currently on

I wish to change to (please tick):

Packed Lunch ☐

School Meal ☐

If your child has any food allergies, please state here:

Parent's Name:

Date:

Signature:

- **School Meals:** from September 2023, school meals are free for pupils entitled to education (Westminster Borough only).
- If you think you are entitled to **Free School Meals** (FMS), please go to www.westminster.gov.uk/education/free-school-meals . Currently pupils on FSM are also getting free school meal vouchers during holiday periods, and uniform vouchers in nursery and Year 6 pupils, so if you think you are entitled to this type of Free School Meals, please apply.
- If you wish to change to **Packed Lunch**, please tick relevant box and provide a nutritious and balanced packed lunch. Please remember **no nuts, chocolate or crisps**.

Any changes of meal arrangement are the responsibility of the parent/carer. If you do not inform the admin office, in writing, giving at least 1 week's notice. Telling your child's teacher will not be considered proper notice.