



St Ivo School

High Leys, St Ives, Cambs PE27 6RR

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Business Centre Website: www.st-ivo.co.uk

Headteacher: Howard Gilbert

21 November 2007

Dear Parent/Carer

Cash less Catering

Please also refer to my previous letter regarding cashless catering. Launch date will be 3 December 2007. If your child has school meals would you please 'top up' by one of the following methods.

- 1 Pay on line at www.st-ivo.co.uk. If you do not have an account, go to the website and follow the directions for creating a new account.
- 2 Send a cheque to school with your child with the following details on the reverse **name of pupil and tutor group** and request your child to drop this into 1 of the 2 post boxes specifically set up for cheques. These are located by the girls' toilets in Main Block and outside the dining hall in N Block. These post boxes can also be used for payment of school trips by cheque.
- 3 Send cash with your child on 3 December and we will let them know how to use their cards as unfortunately the cash uploaders will probably not be available until week commencing 10 December. They will be located beside the post boxes.

You can load any amount onto your child's card by any method. You do not have to keep to the same method of payment. Please indicate below which method you would like to use for the first time.

Your child will only be allowed to take food up to the maximum allowance per day which has been set at £2, unless you notify us separately that you wish this amount to be changed.

Your child will not be allowed to go overdrawn. If your child forgets their card they will not be allowed through the dining hall until 1.20pm

You can purchase either a wallet for £1.20 or a neck strap for £1, both in 4 different colours to store the card.

If your child loses or defaces their card we will issue a replacement card which will cost £5. This will include a neck strap to ensure they do not lose it again.

Barbara Kessel
Finance Manager

CASHLESS CATERING

Child's Name (in capitals) _____ Tutor Group _____

My child uses the school dining hall Yes/No (please delete as necessary)

I will pay on-line Yes/No (please delete as necessary)

Please find cheque enclosed for £_____

I will pay by cash Weekly/Daily Yes/No (please delete as necessary)

I enclose £1.20 for a wallet Yes/No (please delete as necessary)

I enclose £1.00 for a neck strap Yes/ No (please delete as necessary)

I would like to change the daily limit to £_____

Signed _____ Date _____

Please return this slip by Friday 30 November to either of the allocated post boxes either by the girls' toilet in Main Block or outside the dining hall in N Block