

COLHAM MANOR PRIMARY SCHOOL

Headteacher: Mrs Carly Rissen

Violet Avenue
Uxbridge
Hillingdon
UB8 3PT



'Aspire, Achieve, Thrive'

office@colham.org
www.colhammanorprimary.com
Tel: 01895 442879
01895 442301

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SCHOOL LUNCH ORDERING AND PAYMENTS



Dear Parent/Carer,

ALL pupil lunches need to be ordered and paid for using our new Colham Catering Ordering and Payment Portal. This system will only take payment for school lunches.

Please go to <https://www.colhamcateringplus.co.uk> to register and set up an account.

Once you have registered and credited your account you will be able to view the menu and order school lunches. The Autumn menu is now showing and ready for you to start ordering. Ordering will no longer take place in school, all orders must be placed in advance, using the new system.

If your child is in Reception, year 1 or year 2, they will be automatically entitled to a free school lunch and you will not have to credit the account to order, **BUT** you must still register and order lunches for your child.

If your child is in year 3, 4, 5 or 6 and they are entitled to a free school meal you will still need to register, confirm eligibility and order lunches for your child.

Lunches can be ordered up to a term in advance, weekly or daily. The cut off time for daily orders is 9:00am each morning.

Please be aware that due to rising food and staffing costs, from September 2021 the cost of a school lunch has increased to £2.20.

For further information and guidance on completing the registration and ordering lunches, please see the attached document.

IF YOU HAVE NOT REGISTERED FOR SCHOOL MEALS YOU NEED TO DO SO AS SOON AS POSSIBLE

Kind Regards,

Sue Fletcher-White
Relationship and Acquisition Manager

