

RIVER VIEW PRIMARY SCHOOL

1, Wheaters Street, Salford M7 1QZ

Tel: 0161 921 2670

Headteacher: Mr D Gauld

Deputy Headteacher: Mrs C Batty

21st June 2019

Dear Parent/Carer

Re: Pre- Ordering Your Child's Lunch

We have now updated Parentpay to include our menus & we would like you to start choosing what your child wants for dinner at home. For parents who pay for school dinners you will need to pay in advance or it will not allow you to pre-order your child's lunch of their choice. Children who receive a free school meal will also be able to choose, all you need to do is log into your Parentpay account and the system will know that you do not need to pay. The teachers also have the facility to choose with your child at morning registration if it has not been done at home.

It is not necessary for our Nursery & Reception children to choose, as we are continuing to do our family service and it would be difficult to run this system with this routine. The staff who serve and sit with the children during the family service will always make sure where possible that your child gets an option that they like and is suitable for them. You will be able to log onto Parentpay though and check what they have eaten on a particular day.

When you log on to your Parentpay account click on your child's name on the top left hand side of the page. You will see some options appear under their name on the left hand side. The fourth option is 'Bookings' click in this and then on 'Make or View Bookings' it will then take you to a screen where you will see what choices are available when you click on the relevant week. If your child is vegetarian or has a food allergy there is information in the system to allow you to check if a meal choice is suitable for them. If they choose a jacket potato or sandwich they will be able to choose their preferred filling at the counter.

Just a reminder if you wish your child to change dinner arrangements i.e. change from packed lunch to school dinners or vice versa you must inform the school office and give 2 weeks' notice, please do not change without letting school know and inform the office staff and not the class teacher.

If you need any help logging onto Parentpay or still have not activated your account please call into the school office, where we will be happy to help.

Kind Regards



Mr D Gauld
Headteacher

Website: www.riverviewprimary.co.uk

