



Ivy Lane School

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Headteacher: Mr C Cannings

27th November 2017

Dear Parents of YR and KS1 children,

Re: Whole School Christmas Dinner

Please find attached our Christmas Menu.

This year we will be having our Christmas Dinner on Tuesday, 19th December. All children in YR and KS1 will be entitled to a free meal which will include a Christmas cracker. All fresh, and locally sourced ingredients, will be used where possible to prepare a traditional Christmas meal.

As your child is entitled to Universal Free School Meals no payment is required. However, it is vital that we know how many children will require Christmas Dinner and also their choice of **Turkey** or **Vegetarian**. This will enable our kitchen to purchase the correct quantities of food to ensure there's plenty, but also minimise on any left-overs.

It is essential, therefore, that you please log in to your Scopay account and click on the blue words which say: '[Christmas Dinner YR and KS1 2017](#)', this then takes you to a new screen where you will see three tick boxes: one for **Turkey Dinner**, one for the **Vegetarian** option and one to inform us that your child will be bringing in their own **packed lunch from home**. Please tick your child's choice and then press **Save**. (There is no acknowledgement when you click Save so please don't worry, if you have clicked Save, your choice will filter through to our electronic system).

Please ensure that you have ordered your Christmas Dinner by Friday, 8th December. Unfortunately we will be unable to accept any orders after this date due to catering ordering deadlines.

The children always look forward to this event each year and so we hope your child is able to join in the fun – they especially look forward to being served their dinner by the school staff and eating with their class teacher!

Should you have any queries, please see your class teacher or contact the Admin team.

Yours sincerely

Mr C Cannings
Headteacher

