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4th October 2016

Dear Parent/Carer

ASPENS ONLINE PAYMENT SYSTEM – SCHOOL LUNCHES

Aspens Services Ltd are the new catering company contracted to provide the school lunch meals at Lyppard Grange Primary School from 31st October 2016.

We would like to introduce you to our on line ordering system.

Parents/carers for pupils at Lyppard Grange Primary School will be able to pre book and pay for school lunches via our on line system, or just pre book for Free School Meals as and when required.
So you can order for single days, the whole week or even a month!

If you have access to the internet – you can log on to our site using the link below and sign up to your own account, register your child/children's details and then order the meals your require. If you do not have access to the internet, please speak with your school office who will book a slot to provide internet access for you at a mutually convenient time.

YOU WILL BE ABLE TO LOG ON AND REGISTER FROM THE 1st October 2016 (first meal available is Monday 31st October)

YOU WILL NEED A PIN NUMBER TO REGISTER – 318749

: <https://www.aspens-services.co.uk/schools/lyppard-grange-primary-school/>

At the start of each term, we will load the new menu on line, from which you can then pre select meals for the days you choose for your child to eat with us.

Our payments are taken via PayPal with credit & debit cards and PayPal accounts.

You can see some step by step instructions in a You Tube Video we have prepared.

Please use this link to access the video

<https://goo.gl/2kXPss>

There is a minimum order to the value of 5 meals.

SPECIAL OFFER – new discount rates for bulk orders

20 Meals for the price of 19

30 Meals for the price of 27

The price of a meal is £2.00 for Key Stage 2 pupils.

You can make a booking or cancellation (and receive an instant refund) right up to 9am on the day. The school will receive a print out of the orders every day so the children can be reminded of what they have ordered when they get to the counter.

If your child is entitled to the Universal Free School Meals for Key Stage 1, or the Pupil Premium Free School meal, please register them accordingly. Your account will be credited with the correct number of meals each term – and you can pre-order your child's meals as normal to ensure that they receive the meal of their choice on the day.

If you have any questions with regard to this new system, please don't hesitate to contact our IT department.

it@aspens-services.com

Amanda Ashmore
Aspens Services Ltd
