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Together, Everyone, Achieves, More

7th May 2019

Dear Parent/Carers,

We have recently been reviewing the provision of school meals across the Trust. As you know, we have used Caterlink for a number of years now but felt we should review the contract because we are keen to ensure best service for you and your children.

This has been a lengthy and detailed process because it is important to us that the children receive a healthy, nutritious meal as well as ensuring that any allergies and dietary requirements are met sufficiently.

The result of the tender process, which included a number of school visits and meetings with several different providers, is that the contract has been awarded to Chartwells. Chartwells are the largest education catering provider in the country servicing over 2000 schools. We are satisfied that what they can offer us is a very high standard of service and a great meal for the children. Included with this letter is more information about Chartwells.

Chartwells will begin providing meals at Beechfield school from Monday 3rd June. The price will remain at £2.15 per meal. Full details of pricing and the new menu will be available on our website.

As part of this transfer process, special dietary information needs to be resubmitted to Chartwells, as due to GDPR current data cannot be transferred. We will email the relevant form and documentation to you directly and ask that you complete it as soon as possible. Paper versions will be available from the office on request. Additionally, if you feel your child may need a special diet, but does not yet have one, please feel free to contact the office and they can give you contact details for Chartwells who will be able to advise. Although Chartwells will do everything possible to get these processed quickly, it can take up to 4 weeks to arrange so please submit the paperwork as soon as possible.

Payments for school meals will be made via School Gateway. Further details regarding payments will be emailed out to you shortly. In the meantime, please do not pay Caterlink for meals beyond the 24th May. If you know that you have already paid for meals beyond the 24th May, please contact the office who will arrange a refund for you.

This is a great opportunity for children, including those who normally have a packed lunch, to try the new menu. If you have any questions at all please get in touch with me or a member of the Office team.

Yours sincerely,

Gillian Jackson
Headteacher

