



Sedgehill School

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arts colleges

January 18th 2009

Dear Parents/ Carers

I write sitting at home on Sunday morning with the early spring sunshine streaming through my windows – it is beautiful and long may it last!

We are now settling in to our new School complete with the joys and teething problems of a new build. I must, once more, apologise for having to send students home on their first day. As I sure you can imagine it was a complete anti-climax for us as we had waited for the moment of our student's arrival for a long term. We have now 'moved on' and we are so very positive about the learning opportunities the new school will bring in the medium and long term.

The cashless catering system is now nearly up and running to perfection!

Following on from my earlier letter we are now able to confirm the details. I have reproduced much of the original letter below adding some important further information. Please note that all families will need to return the attached slip even if your daughter/ son receives free school meals.

Please remember that whilst our Y11 students retain the privilege this term of being allowed off site during the lunch period assuming their attendance and punctuality is exemplary no other students will be allowed out of school at all during the lunch time.

The cashless system is controlled by the latest smart card technology and will provide a cashless environment at Sedgehill working as follows:

- Each student has been provided with a card registered in their name.
- Students with a free meal entitlement have been issued with an identical card which will electronically be issued each day with their meal entitlement value. Our free school meal students may also place additional money on to their card. The extra money is stored in a separate section on their card called 'Own Purse'. The free school meal allowance is always used in full prior to removing any extra funds from the 'Own Purse'.
- It is vital that students look after their cards carefully and they will need to store them safely in their inside blazer pockets. If they forget to bring their card they will not be able to replace it on the day.
- As soon as any card is reported lost the card can be stopped in the system to prevent its unauthorised use, and any outstanding balance on the card will be transferred to a new issue card.

The system will, as we get used to it, streamline our school meal service and ensure students wait less time for their lunches in the new Dining area. It should also encourage students to eat a healthy diet and help with their overall approach to healthy living!

Some advantages of the new system include:

- School lunch money may be placed on the card for any period of time i.e. for a week, month, term etc
- The system is more secure than cash as funds on lost cards may be transferred to replacement cards
- You can be re-assured that your daughter/ son is spending her/ his lunch money in the School dining area for lunch
- The cashless company is able to provide a printed balance statement should you request it and a full print out of products purchased

Obviously some students wish and need to eat more than others at lunch time and to recognise these differences it is possible for you to set a maximum amount you wish your daughter/ son to spend on one day.

To give parents/carers an estimate please find below the average cost of meals set over a number of time periods.

Period	Cost
Daily	£ 1.85
Weekly	£ 9.25
Monthly	£ 37.00
Half Term	£ 55.50
Term	£ 111.00

The schools global maximum spend per day is £ 4.00 per day

However below we have produced a daily maximum spend chart and we need all parents/ carers to set a limit for their daughter/ son. This applies to students with free school meal entitlement because they may also add money to their card should you wish them to do so. Please tick the appropriate box and return to your daughter/ son's Tutor.

The first smart card will be issued free, replacement cards cost £2.00 each and must be paid to Lewisham.

It is most convenient for students to have at least a week's lunch money placed on their Smart cards at a time so that they do not need to queue up and 'top up' each day.

Cards can currently be topped up at lunchtimes at the cashless 'top up' tills.

Next week we will also have validation machines to allow students to check their account and to 'top up' themselves.

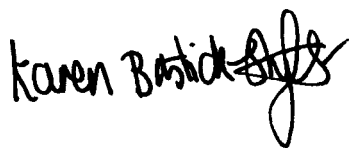
If you have any queries please feel free to contact Wendy Freds, our Office Manager (0208 461 9139 or email WFreds@sedgehill.lewisham.sch.uk) who is kindly leading this initiative from the administrative side and she will endeavour to answer your questions.

I am pleased to say that we will also be introducing a Break time food service in the Dining Hall soon and we hope this will help queues at lunch time too. We will also be setting up online methods of payment and will contact you with these details later this half term.

Finally may I remind you that copies of all of our letters home, every edition of Boomerang and other important information is posted immediately on our School web-site so please try to access, read and check this every week.

We have our Y11 Parents evening on Wednesday 21st January and next Parents Forum on Tuesday 3rd February at 6.30pm. We will also be sending you details of our Performing Arts 'big event' later this half term and times and dates when you will be able to look around our new building.

Best wishes



Karen Bastick-Styles
Headteacher

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SEDGEHILL SCHOOL

Cashless Catering

Please return to your daughter/ son's Tutor by Friday 23rd January 2009.

Student Name:

Tutor Group:

1. My daughter/ son is entitled to free school meals Yes No
2. Please tick to indicate your daughter/ son's daily maximum spend

Daily Maximum Spend	Tick
£1.50 per day	
£2.00 per day	
£2.50 per day	
£3.00 per day	
£4.00 per day	
£5.00 per day	
No Limit Required *	

* please note if you do not set any daily limit and your daughter/ son loses their card all their money could be spent if it not cancelled immediately.

Parent/ Carer signature:

Date: