



Union Road, Romford, RM7 0HG
School contact number: 01708 932710
School email: info@concordiaacademy.co.uk

Wednesday, 01 May 2019

Dear Parents/Carers,

As by now I am sure you are aware that as of September 2014 all children in the **Early Years and Key Stage 1** [Reception – Year 2] are entitled to a free school lunch each day.

As of September 2019 your child's school meals will no longer be free, unless they are registered as a pupil premium recipient. A child's entitlement to Universal Infant Free School Meals (UIFSM) ends once they enter Year 3. This means that parents of students in Year 3 and upwards will be required to pay £2.20 per meal if they wish for their child to have a lunch from the school kitchen.

If you or your child is receiving any of the following benefits you may still be eligible for free school meals:

- Income support
- Income based Jobseekers Allowance
- Income related Employment Support Allowance
- Guaranteed Element of State Pension Credit
- Child Tax Credit (but **not** Working Tax Credit) and have an annual income of less than £16,190
- Support under part VI of the Immigration and Asylum Act 1999
- Working Tax Credit run-on - paid for four weeks after you stop qualifying for Working Tax Credit
- Universal Credit (your household income must be less than £7,400 a year after tax and not including any benefits you receive)

If you think you are eligible under the above criteria, you will need to complete the form accessed by the link below.

https://www.haverling.gov.uk/info/20006/schools_and_education/431/school_support/1

You can also access this link on the School's website, Parent tab, Free School Meals.

If you would still like your child to receive a school meal you will need to follow the steps below. We have introduced sQuid, which is an online payment system that can be used to top up your child's dinner money and pay for their school meals. We will **NOT** be accepting cash





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as payment for school meals, so it is very important that **EVERY** parent signs up to sQuid as soon as possible. The details for creating a sQuid account are below:

How to create your own online sQuid account

- Go to the sQuid web page **squidcard.com/welcome**
- Select the '**Click here to create a sQuid account**' link
- Enter your details, create a password, choose a security question and answer
- Click the '**Register**' button to complete your registration
- Confirm your registration by clicking the link in your activation email
- Complete the required additional personal details
- Add your sQuid registration number, security code and assign a display name

Your 16 digit **sQuid registration number** is: «**CARD_NUMBER**»
Your 3 digit **security code** is: «**CVV**»

Once you have created and activated your account, you will be able to access and manage your sQuid account online at anytime to:

- Top up your account from your bank account, credit or debit card
- Check your account balance
- View your transactions
- Add further children to your account

If you have any questions or queries please feel free to contact the school office who will be more than happy to help.

Yours sincerely,

Raheel Akhtar
Headteacher

