



The Food Factory, Chain Bridge Road, Wyberton, Boston, Lincs, PE21 7LE
willoughbyfoods@btconnect.com 01205 351133

Dear Parent / Carer

School Meals

From September our food supplier, Willoughby Foods Ltd, will be managing the ordering of meals through their School Meals website.

Willoughby's will input children's data onto their system generating a unique reference number for each child. This will be forwarded to you in due course to enable you to log on to their website.

For families who are entitled to Universal free school meals (Reception through to Year 2), or Free School Meals (throughout their school life if entitled to them through specific criteria) once you have received your username and password you will need to log onto the website and choose your child's meal. ***Unless this is done, your child will not get a meal.***

If you do not have internet access at home please contact the school office or Willoughby Foods for assistance.

I would be grateful if you could complete and return the slip below to the School Office stating the information requested for Willoughby Foods Ltd as soon as possible.

Yours sincerely

Elaine Walker
Business Manager Tel: 01205 351133

Please return to the School Office

Old Leake Primary & Nursery School School Meals

Childs Name: _____ Date of Birth: _____

I give permission for Willoughby Foods Ltd to input the following details to generate a unique reference number for me to access their school meals website.

I wish Willoughby Foods to automatically order Choice 1 meals for my child if they are entitled to Universal or Free School Meals.

My child has Specific Dietary Requirements: Please give details: _____

My child has siblings attending Old Leake Primary School. Please state names:

Home Email Address: _____ Tel: _____

Signed: _____ Date: _____

Print Name: _____