

The Coastal Federation

Bacton Primary, Mundesley Infant (SRB) and Junior Schools

Executive Head - Simon Wakeman | exehead@coastalfederation.com | @CoastalFed 

Federation Business Manager | Jenny Goodman | businessmanager@coastalfederation.com | **01263 720401**



Head of School - David Hopkins
office-bacton@coastalfederation.com
01692 650240



Head of Schools - Sarah Dallimore
Assistant Head of Schools - Simon Smith
office-mijs@coastalfederation.com
01263 720401

'together aspire, together achieve, together we are stronger...'

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Dear Parents/Carers

We are writing to inform you of some changes to the School lunch payment system which will come into effect after the Easter Holidays. We will still be using the same system, however you will now need to order and pay for meals a week in advance online. We will not be able to accept cash for dinners on a daily basis, all payments and ordering will need to be done by yourselves online. By doing so, we are hoping to help reduce the amount of food wasted, enabling us to keep the cost of meals as low as we can and still provide high quality ingredients. The new system will also give your children extra learning time as they will not need to order their food every morning.

We are aware that some parents/carers will not have used School Money before and therefore every parent/carers will be sent a password reminder so they are able to log on. If your child receives free school meals you do not need to pay online but you will need to still order online.

To pay in advance

- Go to the website <https://eduspot.co.uk> go to the "Sign in" box in the top right corner and then choose "schoolmoney parent login." Input your login details (including your phone number, email address and password).
- Once you are logged on choose "Dinners" from the green tabs on the left, you can then choose the amount you would like to add by typing in the box.
- Click on the "+" sign to add the amount to your basket.
- Finally you can click on "Make Payment."

To pre-order your meals

- Go to the website <https://eduspot.co.uk> go to the green "Sign in" box in the top right corner and then choose "schoolmoney parent login." Input your login details (including your phone number, email address and password).
- Click on the green "Dinners" tab on the left.
- Then click on the week you would like to book meals for.
- A frame will appear showing the days of the week.
- Use the drop down boxes to choose your meals and then add to your basket.
- If your child pays for their school meals, you will need to make a payment for your order to go through.

To help ensure pupils receive their school lunch we would advise you to log on during the Easter Holidays, book your child's meals and pay in advance for the week beginning 16th April 2018. We request that you order meals for the following week by each Friday.

For example, please order for the week beginning Monday 16th April by Friday 13th April.

Each school meal is £2.20 therefore a week of school lunches will cost £11. We will also send a text reminder to all parents for the first few Fridays until everyone is accustomed to the new schedule of pre-ordering and payment. The new system is now live so you can go online and start ordering!

Please note: Every child attending Bacton Primary, Mundesley Infant and Mundesley Junior will need to order and pay (if necessary) online to receive school dinners from Monday 16th April 2018.

If you have any issues pre-ordering or paying in advance please call the office and we will endeavour to help you.

Simon Wakeman