



St. Peter & St. Paul's Church of England Primary School

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27th June 2025

Dear parent/carers

School Dinners & Packed Lunches

Firstly I would like to thank all of you who persevered with the current lunch ordering system over the last few months. We have reviewed it and decided it was too time consuming for parents and school staff and was not always reliable.

Yesterday, much sooner than expected, our new Cashless Catering add on to the SchoolMoney app was activated. My apologies that no formal notification or guidance was sent out prior.

As mentioned the new system is called Cashless Catering and will enable you to select, book and pay for meals in one place. We aim for **ALL** school dinner bookings to be made on this app – this includes **Infant school meals, KS2 free school meals and home packed lunches**. In addition to pupils being able to select their choice of meal, by using Cashless Catering all bookings will automatically come through to the school office online register and the Kitchen can be better prepared.

You are able to make bookings up to midnight for the following day (I have asked this to be extended but it is not possible). Weekly booking is preferred but you can also book several weeks in advance. Any bookings for future weeks made prior to 25/06/2025 will not have a meal choice/packed lunch assigned to it. Please can you log on and amend the bookings? Sorry for any inconvenience.

We understand that issues can arise but we ask that if you have booked and paid for a school dinner, *please do not send in a packed lunch as the kitchen will have planned ahead*. Likewise if you have opted for a home packed lunch please ensure you send a packed lunch. On occasions where these situations cannot be avoided please contact the school office as soon as possible.

For pupils who need a school dinner but no booking has been made they will be offered the Cook's Choice option – it will be an item on that day's menu but they will not be guaranteed their first choice of meal.

Where possible please make the meal choices with your child. Quite often children do not know what has been ordered for them and sometime they do not like the choice that has been made.



Several parents & staff have already used Cashless Catering to make bookings and they have said they have found it straight forward. I have made a few instructions below but if you have any questions or you need to see the app in action please do not hesitate to contact me in the school office.

I cannot say there will be no problems while everyone gets used to this new process but hopefully booking dinners and completing registers will be much more straight forward and reliable for all.

Yours sincerely

E Bury

Miss Emma Bury
Bursar

Brief Guide

You will need you log on details for Eduspot – if you need these or a password reset please contact the office.

- Select Dinners tab (if you have more than 1 child you have the option to switch at the top of the screen)
- Select the week you want to book
- Select the drop down menu to the right of the day(s) you are booking and make your selection(s)
- Select the plus (+) symbol to add to basket
- Go to basket and make payment*
- You will receive a confirmation

Notes

*For Home Packed Lunches, Infant school meals & KS2 free school meals the cost will show as £0.00

You will still need to add to basket and complete the check-out process for the booking to be accepted.

Bookings/amendments can be made up to midnight for the next day.

Bookings/payments can be made in advance (currently up the end of term)

Please do not hesitate to contact me and I will be happy to go through the process with you or answer any questions.