



# Abbot's Hall Primary School

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Headteacher: Mr. Daniel Pettitt

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28<sup>th</sup> January 2026

Dear Parents and Carers,

We are writing to remind you about outstanding balances on school dinner accounts.

Please could we ask that everyone checks Arbor for outstanding dinner payments and clears them by **half term**. Unfortunately, if balances are not settled by this date, **school dinners will no longer be provided after half term**, and children will need to bring a packed lunch from home until the account is cleared.

Going forward, please note that **school dinners must be paid for in advance**, or **no later than the end of the week in which they are taken**. We are no longer able to allow dinner accounts to run into arrears. If payment has not been received on time, school meals will not be provided and a packed lunch will be required instead.

We appreciate your cooperation in helping us manage this system effectively. If you believe there is an error with your account or you are experiencing difficulties with payment, please contact the school office as soon as possible so we can discuss this with you.

If you believe you may be eligible for free school meals, please follow the link below which will provide an immediate response and confirmation after you've completed the registration:

<https://www.suffolk.gov.uk/children-families-and-learning/schools/school-meals-uniforms-and-trips/apply-for-free-school-meals>

Thank you for your understanding and continued support.

Yours sincerely,  
**The School Office**

