**A black bird with a yellow circle and white text

Description automatically generated**  **Edgcumbe Avenue, Newquay, Cornwall TR7 2NL**

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**Headteacher**: **Tania Findlay MBE**

**Executive Headteacher: Mr Craig Hayes B.ED (Hons)**

15th July 2025

Dear Parents and Carers,

**New School Catering from September 2025**

We are pleased to inform you that a new catering company “Caterlink” has been awarded the contract to provide school meals at Newquay Junior Academy, starting from September 2025.

**Meal Price Update**

The cost of a school dinner will be **£2.70 per day**.

**What’s on the Menu?**

Each day, children will be able to choose from one of the main meal options/jacket potato with a choice of fillings which all include:

* **Vegetables of the day**
* **Daily salad selection**
* **Freshly baked bread** made on site every day
* **Dessert.**

Packed lunches will also be available daily.

We have attached the **Spring/Summer 2025 menu** for your reference.

**Ordering Your Meals:**

**All meals must be pre-ordered and booked through ParentPay.**  
Unfortunately, we are no longer able to take meal bookings on the day or make changes at the school reception. **It is essential that parents log into their ParentPay account to choose and book meals in advance.** This includes those eligible for Free School Meals.

**Payment Information:**

Please ensure that your child’s ParentPay dinner money account has sufficient funds if they wish to have school dinners. Free School meals orders may be placed with a zero balance.

**Allergy Information:**

If your child has a **food allergy or intolerance**, please speak to a member of the catering team. **You** will be required to complete a form to help the team provide a safe and suitable diet.

Completed forms should be returned to the **school reception**, and we will collate and forward them to the catering company.

Please also refer to the attached letter, **"Our Primary School Approach to Safe Allergen Management"**, which outlines the process and required information to produce a special diet menu.

If you have any questions, feel free to contact us or speak directly with a member of the catering team.

Yours sincerely,

A close-up of a signature

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Mrs Tania Findlay MBE

Headteacher