



ALMOND HILL  
• JUNIOR SCHOOL •

Almonds Lane, Stevenage,  
Hertfordshire, SG1 3RP

T: 01438 233660

F: 01438 235400

E: [admin@almondhill.herts.sch.uk](mailto:admin@almondhill.herts.sch.uk)

[www.almondhill.herts.sch.uk](http://www.almondhill.herts.sch.uk)

Headteacher: Mrs. E Fordham

Dear Families,

This half term, we would like to invite year 3 parents to have a school lunch with your child so that you can both sample our delicious meals. Each class will be invited in for lunch to be served at 12.15pm on separate days:-

**Wednesday 9<sup>th</sup> October – 3L (Mrs Lyons)**

Menu: Roast turkey or Quorn fillet

Deadline for orders: Thursday 3<sup>rd</sup> October

**Wednesday 16<sup>th</sup> October – 3W (Mrs. Ward)**

Menu: Roast beef or veggie mince slice

Deadline for orders: Thursday 10<sup>th</sup> October

**Wednesday 23<sup>rd</sup> October – 3B (Miss Bonfield and Mrs Geer)**

Menu: Roast chicken or 'plant balls' and gravy

Deadline for orders: Thursday 17<sup>th</sup> October

There is a charge for adults eating lunch of £3.84 which can be paid via School Gateway. As with child meals, **adult meals will need to be preordered**. When you log onto **School Gateway**, you will have the options available. You can then select which you would like and make payment – this books your place. Please use the comment section to add any allergies/dietary requirements. Please note, due to space in the dining room we can only accommodate one parent per child.

If you haven't yet activated your School Gateway account it's quick and easy to do. All you need is your email address and mobile number that school holds on record for you.

Download the app: If you have a smartphone, please download School Gateway from your app store (Android and iPhone). **OR** Visit the website and click on 'New User'. You'll receive a text message with a PIN number. Use this PIN to log into School Gateway. [www.schoolgateway.com](http://www.schoolgateway.com)

Please pre order **your child's meal** in the usual way on School Grid. All children meals are payable unless the child is entitled to free school meals. As our dining room is not very big, it is difficult to accommodate prams and buggies (and there is a flight of stairs to access the dining room) in the room and parents should be aware babies would need to sit on their parent's lap.

On the day of the lunch, please come into school through the main entrance. Please do not arrive before 12.10pm as the dining room will be used until then. Lunch will take approximately 45 minutes and your child will bring you to the main entrance when you finish lunch before they then go out to play. Children who do not have an adult who is able to come will have their lunch as normal with the rest of their year group.

Emma Fordham  
Head Teacher

