



Dear Parents/Carers,

### **Re: School Meals – Change in Provider**

The school has previously used the services of City Catering to ensure that all children who wish to take a school meal receive a nutritious, balanced lunch. Stoke Council has informed us that City Catering will cease trading; therefore, the school has procured a new provider with effect from 1st June 2026.

We are pleased to confirm that the successful supplier is **Edwards and Ward**.

#### **Juniors**

With this change in provider, the meal charge for Junior pupils will **reduce to £3.30** per meal from 01/06/2026 (a reduction of 5p). Weekly charge: £16.50.

There will be no changes to ParentPay ordering.

**IMPORTANT-** If your child has an allergy/allergies and special dietary requirements, you will need to complete a form, please see the information sheet attached/below.  
New menus will be sent out after they have been finalised.

#### **Free School Meals (FSM) up to Aug 2026.**

If you believe your child may be entitled to Free School Meals, please contact the school office. Eligibility applies if you receive one of the following:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Guaranteed element of Pension Credit
- Child Tax Credit (not entitled to Working Tax Credit, income £16,190 or less)
- Working Tax Credit run-on (4 weeks)
- Universal Credit with annual net earned income of £7,400 or less

You can apply for free school meals by:

Contacting the school office and completing a Free School Meal form or by clicking on the link in yellow below:-

<https://www.cloudforedu.org.uk/ofsm/sims/apply/applicant>

Confidentiality

All applications are treated confidentially. Children receiving free school meals are not identified or treated differently.

If you have any questions or would like support with registering, please contact the school office on **01782 234440**.

Yours sincerely,  
Mrs E. Searl  
Chief Finance Officer



# Medical Diets

## Special Diets Registration

At Edwards and Ward, we take great pride in our special diets process and continually strive to make it as simple and inclusive as possible to help us ensure that all children can be fed safely and effectively.

If your child is at primary school and requires a special diet due to a diagnosed allergy, intolerance or medical condition, you will need to register with us.

Even if you have already registered with the school or a previous catering provider, you still need to register with us as your details cannot be shared.

Our special diets registration form can be found on our website along with a full list of FAQs .

[edwardsandward.co.uk/special-diets/](https://edwardsandward.co.uk/special-diets/)

If your child has medical dietary requirements and is not registered with us, we may be unable to provide them a school lunch.

If there are any concerns about this, please contact our Special Diets Team for advice.



[specialdiets@edwardsandward.co.uk](mailto:specialdiets@edwardsandward.co.uk)



@EdwardsandWard