

Clutton School Lunch Bookings

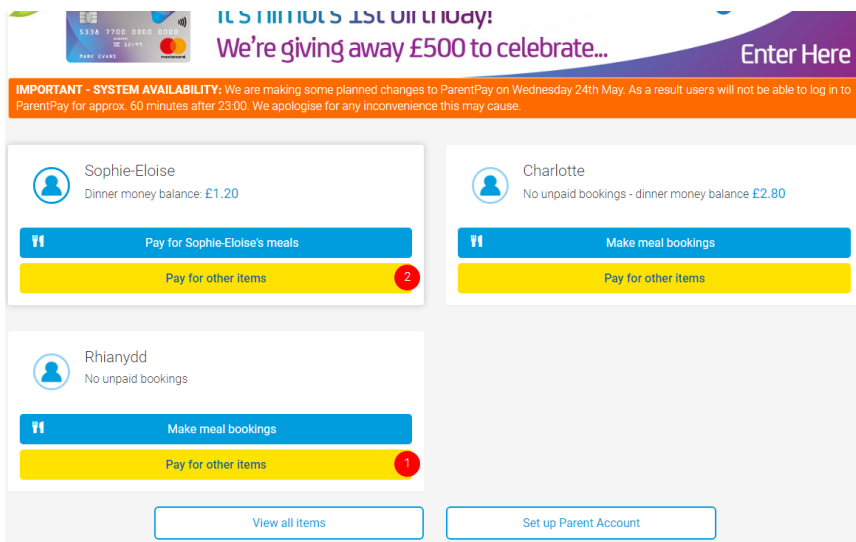
From Tuesday 10 April important changes have been made to the way we provide school dinners.

Lunch for all children (R – Yr 6) must be pre-ordered (including children entitled to free school meals). You may pre order lunches for the whole term or on a week by week basis. Cut off for ordering lunch is 24hrs before. If meals are not ordered through ParentPay, there is a risk that a meal may not be available for your child.

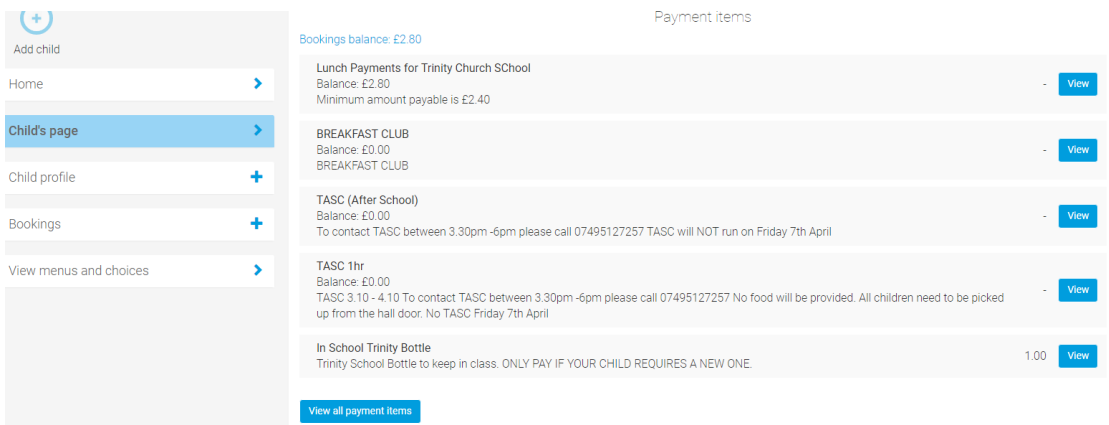
For payable lunches these **MUST** be paid at the time of booking. If you wish your child to have school dinners this must be booked in the same way as we will only be preparing food to the numbers ordered.

To order your child's lunch please follow this step by step guide

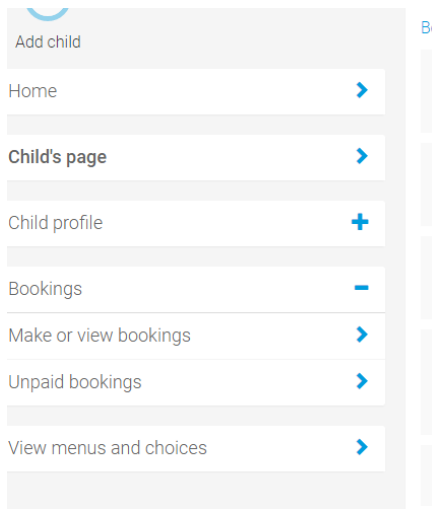
- Log onto ParentPay in the normal way (if you don't have login details please put a note in your child's reading record/HASP book and the teacher will inform the school office)
- Your home page should look similar to this



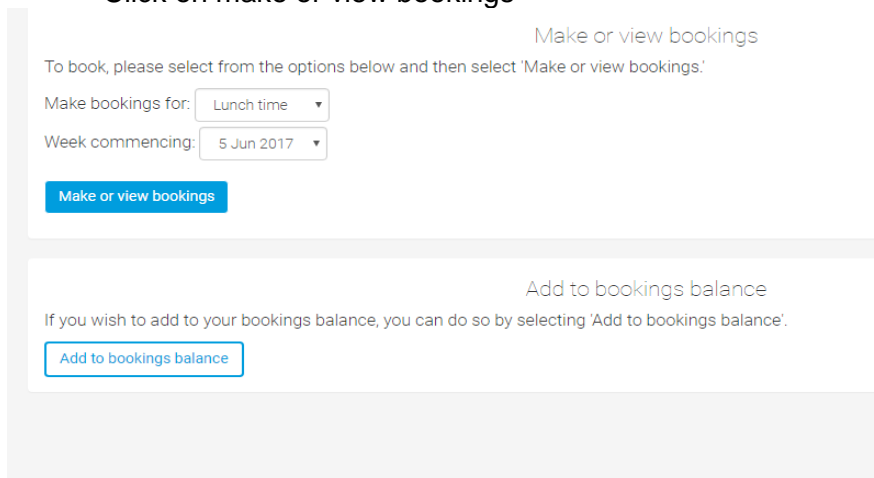
- Select the child you wish to make a booking for



- Select the bookings tab
- Select Make or view bookings



- Select **Lunch time** in make bookings for
- Select the week you wish to book for
- Click on make or view bookings



- You now are able to see the menu for the relevant week

Previous week		Week commencing 5th Jun 2017			Next week	
Mon 5 Jun	Tue 6 Jun	Wed 7 Jun	Thu 8 Jun	Fri 9 Jun		
	Chilli Con Carne with Tortilla Chips	Roast Pork and Stuffing	Sausage and Tomato Sauce	Battered Cod Fillet		
	Chick Pea and Vegetable Curry	Parsnip and Cheese Bake	Macaroni Cheese	Vegetable Nuggets		
	Selection of Fresh Vegetables	Selection of Fresh Vegetables	Fresh Mixed Salad	Selection of Fresh Vegetables		
	Rice	Roast and New Potatoes	Pasta	Chips		
	Pineapple Upside Down Cake	Carrot cake	Rice Pudding and Jam	Mandarins in Orange Jelly		
	Fresh fruit / Fruit	Fresh fruit / Fruit	Fresh fruit / Fruit	Fresh fruit / Fruit		

- You will need to select a main option and a dessert option by clicking on the food item which will turn green once you have selected.
- If you have not chosen enough options for that specific day you will see the other available options turn blue with a question mark.

Week commencing 5th Jun 2017

Mon 5 Jun	Tue 6 Jun	Wed 7 Jun	Thu 8 Jun	Fri 9 Jun
	Chilli Con Carne with Tortilla Chips ✓	Roast Pork and Stuffing	Sausage and Tomato Sauce ?	Battered Cod Fillet
	Chick Pea and Vegetable Curry	Parsnip and Cheese Bake ✓	Macaroni Cheese ?	Vegetable Nuggets
	Selection of Fresh Vegetables	Selection of Fresh Vegetables	Fresh Mixed Salad	Selection of Fresh Vegetables
	Rice	Roast and New Potatoes	Pasta	Chips
	Pineapple Upside Down Cake ✓	Carrot cake ?	Rice Pudding and Jam ✓	Mandarins in Orange Jelly
	Fresh fruit / Fruit	Fresh fruit / Fruit ?	Fresh fruit / Fruit	Fresh fruit / Fruit
Clear day		Clear day		Clear day

- At the bottom of the page you will see the summary
- Click confirm booking
- If you need to pay you will be taken to the basket to make payment

Booking summary

[Show symbols](#) | [Help](#) | [Hide info](#)

Charlotte Clayton's Lunch time	
Bookings added	1
Bookings cancelled	0
Cost of new bookings	£2.40
Current bookings balance	£2.80
Payment due	£0.00
Cancel	Confirm bookings

You have now completed your child's lunch order. Please be aware that if payment is not made within 2 hours of making a selection the order will be cancelled and no food will be ordered.