

Upland Primary School

'Working Together, Learning Together, Achieving Together'



Church Road
Bexleyheath DA7 4DG

Email:

admin@upland.bexley.sch.uk

Website

www.upland.bexley.sch.uk

Headteacher

Mrs B McKenzie

BA Hons, PGCE

Dear Parent/Carer

Individual Menu Meeting

We are writing to invite you to a meeting with our school catering company to discuss your child's individual menu needs.

We had to postpone these meetings earlier in the academic year but now find ourselves able to fix a date for parents and carers to come in and present medical evidence to support their child's dietary needs.

The meeting will take approximately ten minutes and will be with myself, Miss Smiles and the catering manager. We will discuss your child's specific dietary needs and ensure that we are providing a safe and, where necessary, tailor made menu for them.

You will be required to bring medical evidence which supports your child's dietary needs and you will be asked to sign an agreement that everything discussed in the meeting has been agreed.

Please be assured that this meeting is only to agree and ensure that we are providing your child with a safe and approved menu but it is necessary that you attend if you want an individual menu plan to continue for your child.

The meetings will take place on Tuesday 26th June between 9am – 10am and 2pm – 3pm. Please contact the school office to book an appointment.

Yours Sincerely,

D Berry

Office Manager
Upland Primary School

Upland Primary School is part of the Unity Academy Trust (Company number: 10363519)

Registered address: Upland Primary School, Church Road, Bexleyheath DA7 4DG

Executive Headteacher Mrs V Marsh BA Hons, PGCE, NPQH

