



# TENBURY HIGH

## ORMISTON ACADEMY

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Principal: Mrs V Dean  
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[OAT]  
Ormiston Academies Trust  
AN OAT ACADEMY



A Specialist Science and  
Mathematics College

22<sup>nd</sup> May 2026

Dear Parents and Carers

At Tenbury High, we are committed to providing healthy, nutritious meals to support your child's learning and well-being. To keep our canteen running smoothly and sustainably for all students, we need to share an important update regarding lunch accounts.

Due to an increasing amount of debt in the canteen, we are writing to update you on our payment policy. While we have always tried to offer flexibility with payment timings to help families manage their budgets, the academy is not able to act as a credit facility. Due to a rising number of outstanding balances, we now need to firmly step back from this flexibility. To ensure your child can continue to use the canteen without interruption, lunch accounts must **always be kept in credit** moving forward. We kindly ask that all accounts currently in arrears be topped up and brought into a credit balance urgently. As of Monday 1<sup>st</sup> June 2026, if your child's lunch account is not in credit and they are not in receipt of Free School Meals you will need to provide a packed lunch.

We understand that managing family budgets can be challenging, and we want to work with you to make sure every child is supported.

### Helpful Steps and Support Available:

- Alternative Lunch Options: Provide your child with a packed lunch and a refillable water bottle.
- Check Eligibility for Free School Meals: If your financial situation has changed, you may now be eligible for Free School Meals. You can check your eligibility online via Worcestershire County Council <https://www.worcestershire.gov.uk/council-services/childrens-services/schools-education-and-learning/free-school-meals>
- If you are having any technical difficulties topping up your account using ParentPay, please contact our school office team who will be happy to assist you.
- If you are experiencing financial difficulties, please reach out to your child's Head of Year as soon as possible so we can discuss how best to support your family.

### A Quick Note for Families on Free School Meals (FSM):

Students eligible for Free School Meals will automatically receive their daily allowance every day. However, please note that this allowance cannot be used to pay off existing debt.

To help your child get the most out of their allowance, please keep the following in mind:

- The daily FSM allowance is £2.61. This is designed to cover a hot main meal with a tray-bake cake at lunchtime.
- If your child chooses to buy a breakfast sandwich or other snacks at break time, the FSM allowance will not cover a hot lunch as well. Any spending over £2.61 will create a negative balance on the account, which parents/carers are responsible for paying.
- **Our recommendation:** If your child receives Free School Meals, it is a great idea to send them into school with their own snacks for break time. This ensures their full £2.61 allowance is preserved for a hot, substantial meal at lunchtime.



**Local Community Resources:**

If you are facing hardship, please remember that local foodbanks are there to help.

- Tenbury Foodbank: Located at Tenbury Cornerstone (the old Methodist Church).
- You can get in touch with the Team Ministry Office for more information or a referral by calling 01584 819030 or emailing [tenburyteam@hotmail.co.uk](mailto:tenburyteam@hotmail.co.uk).

Thank you so much for your understanding, cooperation, and partnership in keeping our school community strong.

Yours sincerely

A handwritten signature in black ink, appearing to read 'V Dean', with a large loop at the end of the line.

**Mrs V Dean**  
**Principal**