

26 June 2026

Dear Parents/Carers

We are writing to advise all parents/carers of a change to the management of the academy catering payment system, which will come into effect in July - initially on a trial basis.

To help students spend responsibly, whilst also ensuring they can access a healthy lunch each day, the following changes will apply:

- A maximum one-off overdraft of £5.00 will be permitted on student catering accounts.
- If an overdraft is required, this will be approved and monitored by the relevant Head of Year.

When a student has reached an overdraft position, a free bagel will be provided at breaktime. This will help ensure that any remaining balance or allowance can be used towards their lunch.

If a student reaches their overdraft limit, they will not be left without food. In these circumstances, the academy will provide a small meal to ensure that no student goes hungry during the academy day. However, parents and carers will be expected to clear any outstanding balance and top up the account by the following working day.

These changes are intended to:

- Encourage better money management.
- Support healthier nutritional choices throughout the academy day and ensure that no student goes without food at lunchtime.

We would ask parents and carers to continue monitoring and topping up students catering accounts regularly where possible.

Many thanks for your support.

Kind regards

The Sutton Academy

