



Monday 21st October 2024

Schoolcomms
all together, smarter

DINNER & TOAST BOOKINGS

Dear Parents/Carers,

In recent weeks, there have been several occasions where children who have **not been booked** for dinners or toast have been arriving at lunch & break time expecting a hot meal or toast.

As requested, when we implemented the new online booking system, **families should endeavour to book & pay for all dinners/toast their children intend to have during the upcoming school week**, rather than on a daily basis.

These steps will help ensure that we have the correct quantity of food for the week ahead, as well as minimising the cost to the school. *(the school incurs a small charge for each transaction)*

The online booking system **closes @ 8.30am each morning** and if anyone misses this deadline, **the school should be notified before 9.00am and a retrospective booking** can then be made from the office. Unfortunately, we are unable to provide dinner / toast for children who haven't been booked via Schoolcomms. Thank you for your understanding and cooperation.



PUPIL ABSENCE RECORDS

Dear Parents/Carers,

This is a reminder to all families that if children are absent from school for any reason, the school must be informed at the earliest possible time where it is convenient to do so.

Children who are absent from school with no reason given to us are recorded on the system as an **'UNEXPLAINED ABSENCE.'**

Kind Regards,

P. Shivers

Padraig Shivers

Principal

Glenann Primary School



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