



# SIR THOMAS BOTELER

CHURCH OF ENGLAND HIGH SCHOOL

THROUGH GOD, WE CARE

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BSH/CO/ADMIN/ALLDEPTS/SLT/BSH/2324/GREENCARDLUNCHES

25<sup>th</sup> March 2024

Dear Parent/Carers,

At Sir Thomas Boteler Church of England High School, we want to ensure we look after and support our young people as much as possible. Invariably there are times when a young person has no money left on their account for lunch, or sometimes a parent/carer has forgotten to top the money up. In these circumstances we have given the child a 'green card' which then allows them to get lunch, with the proviso that the money is returned to school.

We are finding that more and more young people are asking for 'green cards' and the current situation is not sustainable, because the money is not coming back into school. We appreciate there maybe financial difficulties and if that is the case then please do speak to us and we of course will help in any way we can.

We are also finding that sometimes the young person spends all their money at break rather than lunch and then they want to come and ask for a 'green card' because they are hungry. I am sure you understand that I never want to turn a child away if they are hungry, which leaves us in a very difficult situation.

Therefore I would like your help please with the following points:

1. Please ensure you check your iPay account and ensure that it is topped up with enough money for the day.
2. If your child needs an emergency 'green card' they are to come to see Mrs Steele (Cover Manager). She will then take all the details and contact you to let you know that a 'green card' has been issued.
3. If your child has spent all their money at break, then they will not be issued a 'green card'. We can see when a child has purchased food on the system.
4. The 'green card' must be paid for by the end of the following day either by iPay or cash. To make the repayment via iPay, please go to [www.ipayimpact.co.uk](http://www.ipayimpact.co.uk) and the option '**Green Card Lunch**' can be found in the '**School Shop**' area. Please do not make the repayment via the 'school meals' area.
5. If there is an outstanding balance owed, then no further 'green card' can be issued until this has been paid. You will be called if this is the case.
6. We will continue to provide every young person with a free bagel/toast/crumpet for breakfast on their arrival to school.



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It is incredibly difficult, but we have to instil a level of responsibility in our young people to be responsible for what they spend at break and lunchtime and for them to have conversations with you at home.

I appreciate it is not always easy and despite us being tighter on these systems, it does not mean we do not care or we will not help and support our young people. However, I have to set parameters in which to work otherwise it is not fair; it is not an exact science and every young person has different circumstances. However, if they are all clear from the outset, then we know what we are working with. I do not want a young person to be afraid of asking for support or help, as we will always do our best.

I really appreciate your support with this and if there is anything you need then please do not hesitate to contact me.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Beverley Scott-Herron'. The signature is written in a cursive style with a large initial 'B' and 'H'.

Beverley Scott-Herron  
**Headteacher**