



Everyone matters, every day counts

The Boulevard, Worthing,
West Sussex. BN13 1JX

Tel: 01903 708870
Fax: 01903 705439
office@oakgrove.w-sussex.sch.uk
www.oakgrovecollege.org.uk

Headteacher: Phillip Potter

29 November, 2018

Dear Parent/Carer,

School Christmas Lunch - Tuesday 11th December 2018

On Tuesday 11th December, we will be serving a Christmas lunch to those students in the above family groups who normally have a hot meal. However, if your child usually brings in a packed lunch from home and would like to have a hot festive lunch instead, please complete the slip attached and return it to me by Friday 30th November, together with £2.30. If I do not hear from you by then, I will assume that you would prefer to send in a packed lunch from home instead on that day. For those students entitled to free school meals no money is required, please just return the attached slip. Both slips and payments should be placed in a named envelope and posted in the payment box at Reception. They should not go to classes.

Packed Lunches from home - Wednesday 12th December 2018

On Wednesday 12th December, please would you send in a packed lunch from home for your child even if they usually have a hot school meal, as our catering staff will be cooking a Christmas lunch for the rest of the school on that day? However, if your child is entitled to free school meals, West Sussex County Council will supply a packed lunch for them.

Should you have any queries concerning these arrangements, please do not hesitate to contact me on 01903 708870.

Kind regards

Lesley A Crosby
Finance Office



Oak Grove College is part of the Federation of Special Schools comprising Oak Grove College, Cornfield, Herons Dale and Palatine Schools

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PLEASE RETURN TO LESLEY CROSBY BY FRIDAY 30TH NOVEMBER 2018

Christmas Lunch - Tuesday 11th December 2018 - Avatar, Marvel, Da Vinci & The Lodge

Student's name..... Class.....

Please tick one option:

- The above student would like a Christmas Lunch and I am enclosing £2.30.

- The above student would like a Christmas Lunch and is registered for Free School Meals, the 16-19 Bursary or has already paid in advance for meals up to Christmas.