



Cyber Café cards

We have put in new procedures this term for managing students who have lost or forgotten their Cyber Café cards – this is to help the Kitchen staff focus on preparing and serving food to improve the quality of service offered to the students.

Cash will not be taken during the day in the Cyber Café and **cheques (payable to Wilson Jones Catering Ltd – with your child's name and form on the back) must be posted in the box in the Cyber Café by 9am.**

Lost cards – if a student has lost their card they need to go to Student Services to obtain a temporary card. Replacement cards will cost £5 - payment can be made on the re-valuers.

Forgotten cards – if a student has left their card at home Student Services will issue a temporary card for that day only which must be returned the same day. The balance on the card will be transferred back to the student's card at the end of the day. If necessary, tutors will call home to let parents/carers know that temporary cards have not been returned.

Students must have a valid card of their own and not borrow friends' cards or buy food for friends. For information, there is a daily spending limit of £5 on cards unless a request has been made by Parents/Carers to change this.

If you would like to pay for lunch/brunch using Parent Pay (internet payments) please contact the Finance Office