



**The Queen Elizabeth
Academy**

“We Can and We Will”

26th October 2018

Parents/Guardians of
TQEA Students

Dear Parents and Guardians

Following a recent change to our canteen and food provision enforced by our Academy Trust, the kitchen is no longer run by the school. After half term we will not have a ‘pink slip IOU’ system for students who have forgotten their dinner monies or sandwiches/packed lunch.

Students will be signposted to Reception and we will support them by calling home to make arrangements for monies or food to be sent in. If we are unable to speak to anyone we will ensure they are offered food to keep them going until school finishes.

Please encourage your child to be organised so that this situation can be avoided.

Yours sincerely

A handwritten signature in black ink, appearing to read 'D Watts', is written over a faint, light-colored watermark of the same signature.

Mr D Watts
Principal

Principal: Mr D Watts B.Ed MA

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