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Head Teacher  
Deputy Head

Mrs Catherine Carr  
Mrs Sandra Doyle

LC/RCD

9<sup>th</sup> December 2016

Dear Parent/Carer

**School Milk – Spring Term 1 2017**

The cost of school milk for the first half term 2017 (3 January 2017 to 16 February 2017) will be **£5.61**. Please note, that the milk supplied is semi-skimmed. Children under 5 do not need to pay, and will be advised regarding payment, around the time of their 5th birthday.

Please could you indicate whether your child requires milk for this half term. Please complete the slip at the foot of this letter and return it, to school, with your payment, by not later than **Thursday, 15 December 2017**.

Cheques should be made payable to 'Sheffield City Council'.

The administration of milk is very time consuming and we would, therefore, appreciate your co-operation. This system will enable us to order the correct amount of milk from the dairy before the Christmas break and ensure that all classes have up to date lists in time for the first day of term. This should also alleviate difficulties caused when children believe they are having milk, but for whom none has been ordered.

If your child is entitled to income related free school meals, they are also entitled to free milk. However this will **not** be ordered unless you complete and return the slip attached.

May I take this opportunity to wish you all a Happy Christmas.

Yours sincerely

Louise Cunliffe  
School Office

SL10a

**Milk – Spring Term 1 2017**

Child's Name ..... Child's Class.....

- My child does require milk and I enclose **£5.61** as payment.
- My child does require milk and is entitled to income related free school meals. I have registered with Sheffield City Council for this.

Cheques should be made payable to 'Sheffield City Council'.

Signed .....

Date .....

