



30th November 2023

Dear Parent / Carer,

Re: Christmas Lunch Tuesday 19th December 2023

We are pleased to announce our school Christmas lunch will take place on the above date at a cost of £2.75 per student.

If you would like your child(ren) to have the Christmas lunch, payment will be need to made via your School Gateway account – please specify in the comments section whether your child requires the meat or vegan option. If your child is entitled to free school meals and wishes to have the Christmas lunch then you can reserve their meal by contacting the finance office (finance@marlborough.herts.sch.uk) or your child may go to the office to do this themselves (again specifying which meal option is preferred)..

The deadline for reserving a lunch is Monday 11th December so that our catering team can order supplies accordingly, however places are limited and on a first come, first served basis and spaces may be filled before the deadline, **in which case we may close this earlier**. Please therefore ensure that you book early to avoid missing out! I have attached the menu for you to have a look at.

There will be “grab and go” food available from our Caterpod for those who do not wish to have the Christmas meal option.

Yours faithfully,

Mrs D Dean
Director of Finance and Resources

