



# Oughtibridge Primary School

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Headteacher: Helen Adams | Deputy Headteacher: Gemma Shelton



Wednesday 10<sup>th</sup> June

Dear Parent/Carer,

As your child prepares to start school in September, we are writing to share details regarding our school milk scheme. The milk provided is semi-skimmed and served in individual cartons.

Please review the options below to see how this applies to your child:

## Children Under Five (Free Milk)

- **Eligibility:** Your child is automatically eligible for free school milk **until their fifth birthday**.
- **Action Required:** If you **do not** want your child to receive milk, please email [enquiries@oughtibridge.sheffield.sch.uk](mailto:enquiries@oughtibridge.sheffield.sch.uk). Otherwise, we will automatically order it for them.

## Children Turning Five During the Term September – December (Paid Milk)

- **Eligibility:** Once your child turns five, you will need to pay if you wish for them to continue receiving milk.
- **Payment Details:** In September, we will send you a letter detailing the exact cost to cover the period from their fifth birthday up until the Christmas holidays.
- **How to Pay:** Payments must be made via the **Peak Edge App**. You will receive your app login details before your child starts school in September.

## Income-Based Free School Meals Eligibility

- **Eligibility:** Pupils who receive **income-based** Free School Meals are eligible for free milk regardless of their age. *(Please note: This does not apply to the standard Universal Free School Meals scheme for Key Stage 1).*
- **Action Required:** We will automatically order milk for these children. If your child does not want it, please email [enquiries@oughtibridge.sheffield.sch.uk](mailto:enquiries@oughtibridge.sheffield.sch.uk) to let us know.

## Important Deadlines and Policies

- **Strict Order Windows:** We must place our order with the dairy before September. Once this order is submitted, **we cannot make any amendments until after the Christmas holidays**.
- **No Refunds:** Unfortunately, we cannot offer refunds if your child is absent due to illness or decides they no longer want to drink their milk.

If you have any questions, please do not hesitate to contact the school office.

Thank you.

Miss J Cooper