

**Get an Account and Log In**

Give your email address to the school office to get a Live Kitchen / SchoolGrid account. You will receive an email from us containing your login details and a link to our website.

**Tell Us About Allergies**

If your child has a common allergy, you can enter it on the website and it will be displayed to your cook at lunchtime. If your caterer supports it, we will also disable any unsafe options on your menu when ordering. There is also a diabetic option.

**Click 'Direct Debit' or 'Card Payment' to Pay**

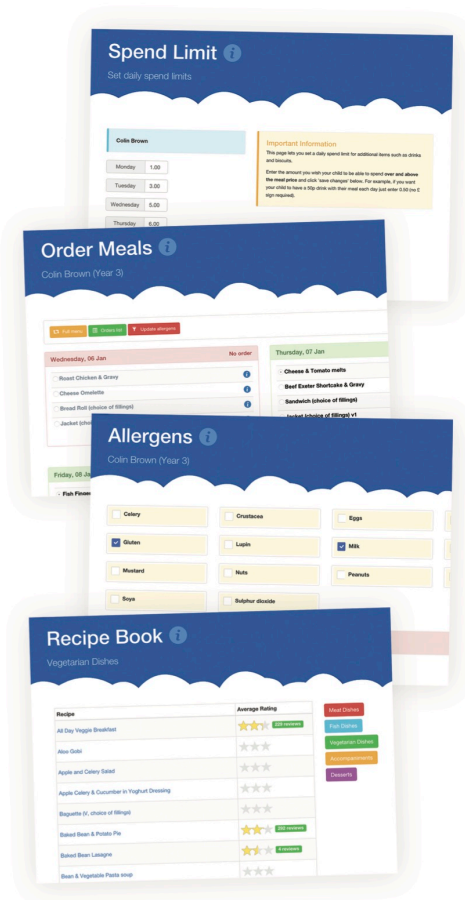
If you have any children not entitled to free meals, you can pay for their meals by Direct Debit or bank card. Direct debits are collected monthly in arrears and we notify of collections two weeks before. Sign up online - it is fast and easy. Alternatively you can make ad-hoc card payments for meals in advance.

**Set a Spend Limit (Senior and Middle Schools)**

If your school allows pupils to buy additional items at lunchtime you can set a limit on how much they spend each day.

**Order Your Meals**

It's really easy and you can order for a day or a whole term! The cut-off for ordering is 8.55am on the day in question.



**Please tear off and return to the school office to get an account (if you don't already have one)**

Parent Name \_\_\_\_\_

Email (write clearly!) \_\_\_\_\_

Pupil names & year groups \_\_\_\_\_