

Dear Parent / Guardian,

## \*\*Meal Ordering & Cancellations\*\*

All orders will need to be completed by midnight Tuesday two weeks prior to when they are currently due.

Sickness - The parent needs to call the Chartwells Customer Care Line on 01908 615705 before 9am every day of the child's sickness. A credit is given from the second day onwards.

School trips and other cancellations – 48 hours' notice before 9am prior to the event the parent needs to call the Chartwells Customer Care Line in order for the meal to be cancelled and a credit given.

Deadline to Place Order	For Week Commencing
Tuesday 26 <sup>th</sup> March 2024	Monday 8 <sup>th</sup> April 2024
Tuesday 2 <sup>nd</sup> April 2024	Monday 15 <sup>th</sup> April 2024
Tuesday 9 <sup>th</sup> April 2024	Monday 22 <sup>nd</sup> April 2024
Tuesday 16 <sup>th</sup> April 2024	Monday 29 <sup>th</sup> April 2024
Tuesday 23 <sup>rd</sup> April 2024	Monday 6 <sup>th</sup> May 2024
Tuesday 30 <sup>th</sup> April 2024	Monday 13 <sup>th</sup> May 2024
Tuesday 7 <sup>th</sup> May 2024	Monday 20 <sup>th</sup> May 2024
Tuesday 14 <sup>th</sup> May 2024	Monday 27 <sup>th</sup> May 2024
Tuesday 21 <sup>st</sup> May 2024	Monday 3 <sup>rd</sup> June 2024
Tuesday 28 <sup>th</sup> May 2024	Monday 10 <sup>th</sup> June 2024
Tuesday 4 <sup>th</sup> June 2024	Monday 17 <sup>th</sup> June 2024
Tuesday 11 <sup>th</sup> June 2024	Monday 24 <sup>th</sup> June 2024
Tuesday 18 <sup>th</sup> June 2024	Monday 1 <sup>st</sup> July 2024
Tuesday 25 <sup>th</sup> June 2024	Monday 8 <sup>th</sup> July 2024
Tuesday 2 <sup>nd</sup> July 2024	Monday 15 <sup>th</sup> July 2024
Tuesday 9 <sup>th</sup> July 2024	Monday 22 <sup>nd</sup> July 2024
Tuesday 16 <sup>th</sup> July 2024	Monday 29 <sup>th</sup> July 2024

Kind Regards,

The Chartwells Team

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