

Dear Parent/Carer,

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

All orders will need to be completed by midnight Sunday 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 for the meal to be cancelled and a credit given.

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| **Deadline to Place Order** | **For Week Commencing** |
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| Sunday 18th August 2024 | Monday 2nd September 2024 |  |
| Sunday 25th August 2024 | Monday 9th September 2024 |  |
| Sunday 1st September 2024 | Monday 16th September 2024 |  |
| Sunday 8th September 2024 | Monday 23rd September 2024 |  |
| Sunday 15th September 2024 | Monday 30th September 2024 |  |
| Sunday 22nd September 2024 | Monday 7th October 2024 |  |
| Sunday 29th September 2024 | Monday 14th October 2024 |  |
| Sunday 6th October 2024 | Monday 21st October 2024 |  |
| **Sunday 13th October 2024**  **(No Bookings Required)** | **Monday 28th October 2024 (HALF-TERM HOLIDAYS)** |  |
| Sunday 20th October 2024 | Monday 4th November 2024 |  |
| Sunday 27th October 2024 | Monday 11th November 2024 |  |
| Sunday 3rd November 2024 | Monday 18th November 2024 |  |
| Sunday 10th November 2024 | Monday 25th November 2024 |  |
| Sunday 17th November 2024 | Monday 2nd December 2024 |  |
| Sunday 24th November 2024 | Monday 9th December 2024 |  |
| Sunday 1st December 2024 | Monday 16th December 2024 |
| **Sunday 8th December 2024**  **(No Bookings Required)** | **Monday 23rd December 2024 (CHRISTMAS HOLIDAYS)** |
| **Sunday 15th December 2024**  **(No Bookings Required)** | **Monday 30th December 2024 (CHRISTMAS HOLIDAYS)** |
| Sunday 22nd December 2024 | Monday 6th January 2025 |

Kind Regards,

The Chartwells Team

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