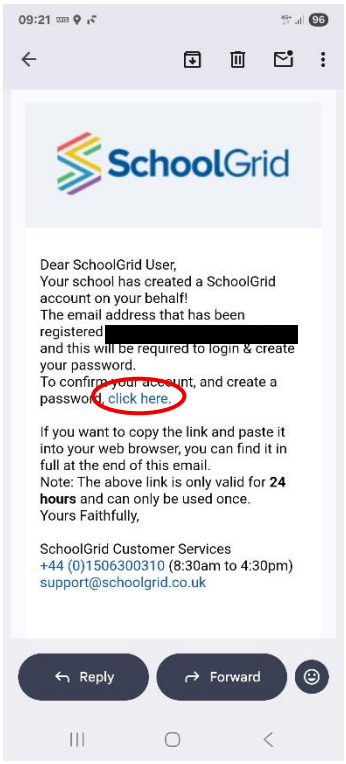
School Grid Parent Guide

We are now using **School Grid** as our online meal ordering system.

1. Activate your account

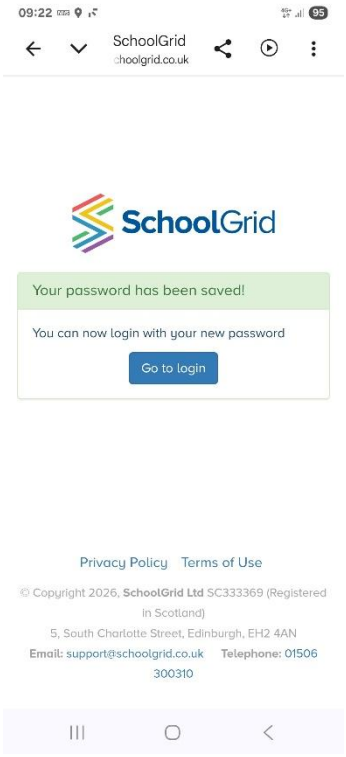
- Check your email inbox for a message from **School Grid**.
- If you cannot find it, please check your **junk/spam folder**.
- Click the link in the email to confirm and activate your account.



2. Create your password

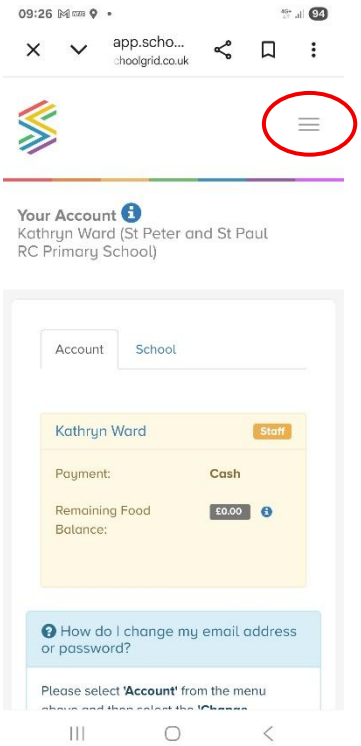
- Create a memorable password.
- Once your account has been activated, log in using your **email address** and your new password.





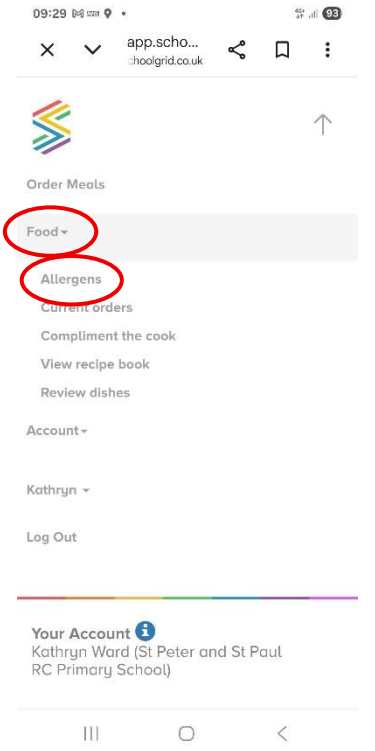
3. Open the menu

- Click the **three lines** in the top right-hand corner of the screen to open the menu.



4. Check your child's information

- Select **Food** from the menu.
- Please ensure your child's **allergens** and **dietary preferences** are correct.



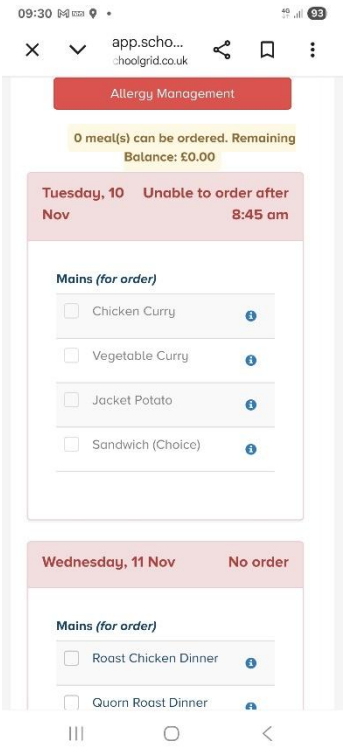
5. Order meals

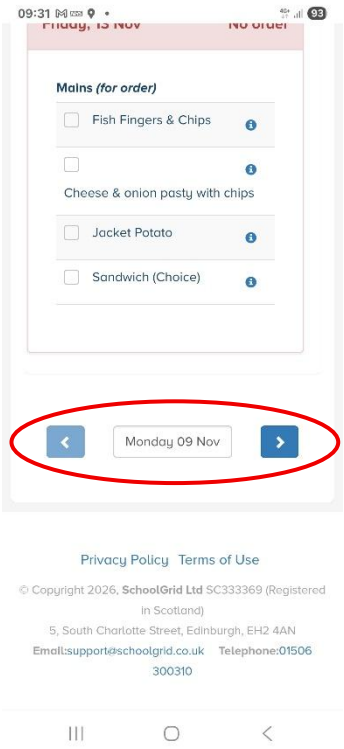
- Click **Order Meals**.

6. Choose your meals

- Select your child's meals for the week.
- To order further in advance, scroll to the bottom of the page and select the following week(s).
- Meals can be ordered in bulk if you wish.

Important: Orders must be placed by **8:45am on the day** the meal is required.





7. Add money to your account

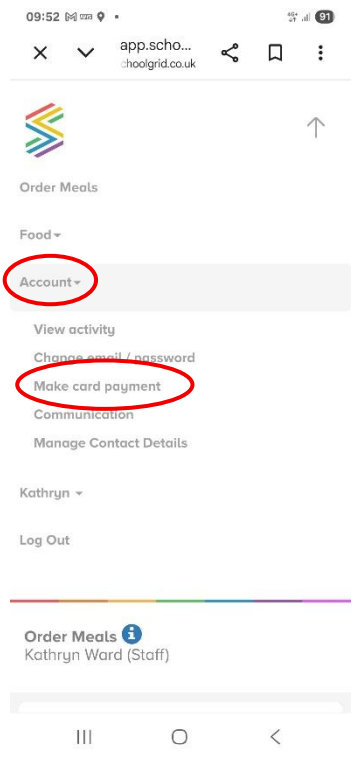
- Select **Account** from the menu.
- Choose **Make Card Payment** to top up your balance.

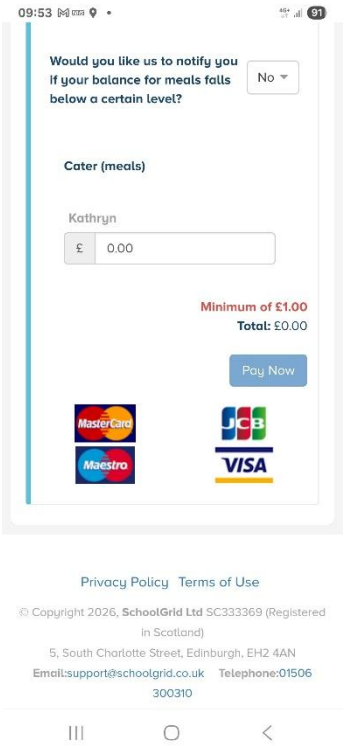
8. Set balance notifications

- You can choose to receive notifications when your account balance falls below a level that you set.

School Meal Costs

- School meals cost **£2.75 per day**.





Need Help?

- If you require a **password reset email**, please contact the school office.
- If you have any questions about School Grid or ordering meals, please contact the school office and we will be happy to help.

Thank you for your support.