

School Milk UK

School Milk UK is the new way to order and buy school milk

Would you like your child to receive milk at Heather Garth Primary Academy?

Dear Parent/Carer

2019/2020

FP School Milk UK Ltd, is the provider of School Milk at our school and the process for ordering milk has to be ordered by **Parents** following the simple instructions below:-

Please note that you should only register IF you pay for your child's milk.

**If you have previously registered your child there is no need to register again.
You will just need to log on, edit your child's class, order and make your payment.**

**PLEASE BE AWARE THAT YOUR CHILD WILL ONLY RECEIVE A CARTON OF MILK
IF YOU HAVE PAID FOR THIS BY
THE WEDNESDAY PRIOR TO THE FOLLOWING WEEK**

If you choose to opt into this scheme, your child will receive a 189ml carton of fresh chilled semi-skimmed milk each school day. The cost of this milk is 22p per day x the amount of school days in each of our school terms, payable in advance for the following full term or you can pay for a full academic year. Just follow the 4 simple steps detailed below:-

Step 1 – **Registration.** Log onto the School Milk UK website www.schoolmilkuk.co.uk and select the **pink box titled Parents** which will show a drop down menu. Choose **'Register your child'** Once you have completed this section you will receive an email confirmation which will contain a log in link together with your user name and password. Once you have registered, there is no need to register again. **However, to order milk for September, you will need to edit your child's class.**

Step 2 – **Ordering.** After logging in through your email link as in step 1 you will need to **'Add a child'**. You only need to do this step once but you will need to do this for **each** of your children who require milk. Once you have registered **each** child, you will then need to use the **'Place an Order'** tab. Please be aware there are now 4 choices of milk available, Semi-Skimmed milk 189ml is the cheapest and is what school has previously had delivered. You can now opt to pay termly or annually for your child's milk. When you click **Confirm order details** it will show your order and the amount to pay. Please be aware this system automatically reduces the amount of days that you will be charged for if your child decides mid-way through a term they would like milk. Likewise, if your child leaves our school you will be eligible for a refund by contacting FP School Milk on 0845 3402100.

Step 3 – **Payment.** Once you are happy that your order is correct, please enter your address and select the payment method which suits you. School Milk UK ensures us that their on-line ordering and payment facility is as secure as a bank (128 bit SSL secure). Once your payment has been completed, you will receive an email receipt.

Step 4 – Your child's milk will be delivered to school from the date specified on your email payment confirmation.

Kind regards

The School Milk Team

PLEASE NOTE - PRICE IS SUBJECT TO INCREASE

FP School Milk UK Limited

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