

Dear Parents,

The management of the European School is pleased to announce that the company Sodexo will continue to provide the catering facilities of our school for the academic year 2017-2018.

We remind to you that subscription is compulsory (either hot meal, or packed lunch).

First meal for primary on September 6th, 2017

First meal for nursery on September 11th, 2017

Concerning the hypoallergenic meals, please refer to the note which is available on website www.sodexoeducation.lu

Any departure or arrival during the year must be stated. Contact: eceuro213.fms.lu@sodexo.com

Subscription for the school canteen will proceed in three stages:

STAGE 1: SUBSCRIPTION

Is yearly and is followed-up by a confirmation e-mail covering the information shown on the subscription form.

Subscription for the school canteen is done only via the Website.

<https://inscription.sodexoeducation.lu/>

Note:

the "ß" is to be replaced by "2 S"

Do not use accents in family names

STAGE 2: INVOICING

The sending of the original invoice is done by e-mail on validation of the subscription. It is possible for you to choose either annual or quarterly invoicing.

A copy of your invoice will also be available online.

STAGE 3: PAYMENT

From now on, the payment of your invoice will be done only by bank transfer on receipt of the invoice by e-mail.

BGL BNP PARIBAS

BIRO (swift): BGLLLULL

IBAN LU31 0030 3005 6088 0000

PRACTICAL CONDITIONS

For Primary School children, a badge giving access

On receipt of your subscription, a personal badge giving access to the catering facilities will be provided and given to your child by his head teacher during the 2nd week of the 1st quarter.

Request for refund

A request for refund may be submitted at the latest before the end of the quarter concerned using the refund form (available on the Internet page or on request from Sodexo by e-mail: eceuro213.fms.lu@sodexo.com) in the following cases:

- In the event of consecutive absence of more than 2 weeks, the document must be supported with a copy of the doctor's certificate.
- In the event of departure from the school, a breakdown will be calculated on the basis of the number of meals not consumed over the quarter.

Changing option chosen

If you wish to change your option during the year (to switch from packed lunch to hot meal or vice-versa), it is from now on possible for you to change your fixed option by directly going online via your personal space.

The amendment will be effective as from the Monday following your request. An amended invoice will be sent to you and a new badge will be sent to your child.

In the case of subscription in the course of the term the invoice is raised in proportion to the meals provided.

PRICES FOR SUBSCRIPTIONS

Please find below the prices for subscriptions to the catering facilities and the fixed price for packed lunches for the academic year 2017-2018.

			07/09 - 22/12	08/01 - 23/03	09/04 - 06/07	
	Cycle	PU	Trimestre 1	Trimestre 2	Trimestre 3	Année
Maternelle	Abonné	4,82 €	67,45 €	48,18 €	57,81 €	173,43 €
	Tartiniste (*)	/	/	/	/	/
Primaire	Primaire 1	4,82 €	139,71 €	96,35 €	110,80 €	346,86 €
	Primaire 2	4,82 €	139,71 €	86,72 €	110,80 €	337,23 €
	Primaire 3	5,33 €	154,57 €	106,60 €	111,93 €	373,10 €
	Primaire 4	5,33 €	154,57 €	106,60 €	111,93 €	373,10 €
	Primaire 5	5,33 €	143,91 €	106,60 €	122,59 €	373,10 €
	Tartiniste(**)	forfait	8,20 €	8,20 €	8,20 €	24,60 €

We are advising you that the company Sodexo only handles meals on Mondays and Wednesdays for Primary School pupils and meals on Mondays for the pupils of the Nursery school.

Meals corresponding to the periods of school holidays (sky, sea and green classes), of at least a week are deducted from the price above.

(*) The Nursery school Packed Lunch option not providing a service does not give rise to any invoicing.

(**) This amount, decided by the board of directors of the European School and the Canteen Committee, is a compulsory obligation for the consumption of water, towels and goblets placed at the disposal of those taking the "primary packed-lunch"; this amount is part of the contract drawn-up between the European School and the Service Provided.