



**The Federation of
Hackbridge Primary School and Spencer Nursery School**

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1st April 2020

Dear Parents and Carers

Government Voucher Scheme for Free School Meals provision during school closure

The government has now made a new online portal available to schools in which we have registered the main carer details of those pupils currently in receipt of benefits related free school meals.

If your child is currently in receipt of benefits related free school meals, you will receive an email directly from them to the email address that you have registered with the school. This will contain your e-voucher code along with details of where and how you can spend this. The e-voucher code is worth £15 per week for each eligible pupil.

A new e-voucher code will continue be delivered to you weekly during term time from today, for the duration of the coronavirus school closure period. Now that this system is in place, we will no longer be offering daily packed lunches to free school meal pupils as we have over the last week.

Our letter of last Tuesday strongly recommended that parents who had not yet signed up for their free school meal entitlement should visit the London Borough of Sutton website to claim this. If you have not already done so, the link is: https://www.sutton.gov.uk/info/200521/benefits/1288/free_school_meals_and_pupil_premium

For avoidance of doubt, you will only receive an e-voucher where you have previously signed up for benefits related free schools meals. If your child is in Reception to Year 2 and was previously receiving the universal infant free school meals, this is not the same thing and you must register your benefits related free school meal entitlement as soon as possible to receive an e-voucher.

We are aware that some families are experiencing a change in financial circumstances at present, due to the current impact of coronavirus on businesses and employment. If your situation results in you becoming eligible, even temporarily, for any of the benefits specified on the London Borough of Sutton's free school meals webpage, then please also apply for your child's free school meal entitlement.

We would also remind you that it is your responsibility to notify the school and the London Borough of Sutton if your circumstances have changed and you are no longer entitled to claim free school meals, unless your child has "transitional protection" as part of Universal Credit rollout. You can email any changes to the London Borough of Sutton at fsm@sutton.gov.uk and to the school at office@hackbridgeprimary.sutton.sch.uk.

The new e-voucher online portal has been very busy today, as it has likely been receiving uploads from every school in the country. They have assured us, however, that the e-vouchers will be delivered to the eligible main carer email address as soon as our school upload has been processed.

Yours faithfully

Emma Walford
Headteacher



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save lives