

Frettenham Primary School
Hainford Primary School
Horsford Primary School
Old Catton Junior School
White Woman Lane School
St. Faiths' Primary School



Nebula
where stars are born

Ashley Best-White
Executive Headteacher

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Dear Parents/Carers

Important information for the parents of children who are eligible for benefits-related free school meals.

While our schools remain closed, it is important to us to make sure that pupils, who are eligible, have continued access to a free school meal.

To clarify, Free School Meal entitlement is NOT the Universal Free School Meals for Reception, Year 1 and Year 2 pupils. Free School Meal eligibility is means tested.

The Department for Education (DfE) has now developed a centrally-funded national voucher scheme to support schools with this process. This will enable all eligible pupils to receive a free school meal (FSM) by issuing either electronic or physical vouchers redeemable at specific supermarkets. The details are:

- The scheme is currently operational in TERM-TIME only
- Each voucher is worth £3 per day per pupil – the equivalent of £15 per week (the additional amount is in recognition that parents are unable to buy food in bulk like the school caterers are able to).
- Vouchers will be issued on a WEEKLY basis
- Vouchers may be redeemed in Asda, Morrisons, Sainsburys, Tesco, Waitrose and M&S
- Schools are responsible for issuing the vouchers.

Vouchers will be in the form of a supermarket eGift card. You will receive an eCode (a 16-digit code) by email. You will then need this code to access www.freeschoolmeals.co.uk and choose your supermarket eGift card. You cannot use the eCode directly with the retailer; it must be exchanged for an eGift card.

We aim to implement the scheme as soon as we can next term. We are in the process of collecting and collating e-mail addresses of as many parents/carers as possible in order to be able to issue the majority of vouchers electronically.

To enable us to ensure we set all eligible families up on this scheme, we will need to have some necessary information. Please email your child's name to your child's school office – office@whitewomanlane.norfolk.sch.uk. Please put **FSM** in the subject of the email. It would also be helpful if you include your current mobile telephone number in the email, just in case we need to contact you. Please respond as soon as you can and by Wednesday 8th April at the latest.

We will then confirm final arrangements as soon as we can. Thank you for your patience and support during these challenging times.

Keep safe

Ashley Best-White
Executive Headteacher
The Nebula Federation