

1 April 2020

Dear Parents/Carers

As you are probably aware the Government released their National Voucher Scheme yesterday and we would like to order these as soon as possible and distribute the vouchers to those children who are eligible.

Please find attached to this letter a form which you can complete if you are **currently not** in receipt of the benefit of Free School Meals yet you believe your child is eligible.

Please complete this and email it back to the [officeox@meadowbrookcollege.org](mailto:officeox@meadowbrookcollege.org) address or, if you do not have email, please put it in the post and text us, to let us know you have sent it, to: 07557381909 - as we do not have the Admin Team in school at the moment to pick up post, we will ask teaching staff to pick it up. **Vouchers will be made available to the adult with caring responsibility for your child.**

All eligible children will receive a weekly shopping voucher worth £15 to spend at supermarkets while schools are closed due to coronavirus. For those pupils who attend another school as well as Meadowbrook College we will speak with them to make sure that their home school is not also providing vouchers.

Please note: the Government has not provided FSM vouchers during the Easter Holiday period. However, last week we provided existing eligible children with enough vouchers for a three-week period, expecting that the Government scheme would be up and running after this. We hope this will help during this two-week period.

The voucher can be redeemed as follows:

- you will be sent an 'eCode' which you will use to purchase an eGift card from a range of supermarkets (you will receive instructions on how to use this eCode to create an eGift card - which you should receive within a few hours). Please note **you must have a working email account which you can access for this method of voucher**

- we will select an eGift card on your behalf and this will be printed and posted to you - **you will need to let us know which supermarket is nearest to you and which you would like to use with this voucher.**

**Existing parents - you do not need to let us know this.**

We are aware of those families who do not have access to email but **please remind us that you need your vouchers posting if you are making a new application.**

Supermarkets in the scheme are: Morrisons/Tesco/Sainsbury's/Asda/Waitrose/ M&S

To redeem your voucher in store you will either:

- present your voucher on a smartphone or tablet
- present a paper copy of the voucher

Families are free to select the most appropriate food and drink for your child. When selecting products, the government advises that you consider health and nutrition. Your vouchers should not be used to redeem age-restricted items, such as alcohol, cigarettes or lottery tickets. The vouchers are to assist you in providing meals for your child.

Please do not hesitate to contact us for support with this if you need it. I am hoping it is quite straight-forward but I am anticipating there may be some hiccups in the early days and we will work through this with you should you need some assistance.

Kind regards

**Nicola Partridge**  
Headteacher