



06 April 2020

Dear Parents/Carers

The awaited scheme set up by the Government has now arrived in our school for parents in receipt of Free School Meals. We have already provided emergency vouchers to parents who contacted us last week.

The quickest way to receive the vouchers is by email and the advantages are that you do not need to print them out to use at the supermarket, you simply use your phone at the point of payment. If we have to post out paper copies, there is likely to be a significant delay in receiving the vouchers due to limitations on the postal system and the administration time in school with limited opening and staffing available at present.

If you **do not** currently have an email address that is on our system, please contact: Freeschoolmeals@king-ed.suffolk.sch.uk as soon as possible so we can arrange to purchase vouchers on your behalf and get them to you as soon as possible.

Parents who are already receiving emails from us will be receiving details from a company called Edenred later today or tomorrow requesting a reply to their email, requesting a preference for which supermarket you would prefer. A word of warning, if it is really important to you that the vouchers arrive quickly, I would recommend that you choose a different store to Asda, as there can be up to 2 days delay in receiving vouchers from them due to their administration processes. Once your email has been returned to Edenred, you will receive your vouchers, shortly after. If you do not receive an email from Edenred, it is recommended you check your spam or junk mail boxes, before contacting the email address above.

Parents that have **not yet** received any vouchers already, will receive them to cover the period 23 March – 2 April 2020. Subsequently, all parents will receive the next batch of vouchers on Monday 20 April – 4 May 2020, covering the first 2 weeks of the Summer Term (in advance).

It has been a challenging two weeks and the national voucher scheme has been slow in coming to us but we hope to get these vouchers to you by Monday.

Sincerely

Beverley Tucker
Deputy Headteacher