

Dear Parent/Carer

As you will be aware the Government announced that whilst schools are closed children eligible for free school meals will benefit from a national voucher scheme allowing them to continue to access meals whilst they stay at home.

Before Easter this was arranged by the school direct and we had sourced Asda Vouchers to be text to you, however with effect from the 20th April 2020 the Government is introducing a new scheme which will enable you to choose which supermarket you wish to have vouchers for. You can also choose to have multiple vouchers i.e. £5 for Asda and £10 with Sainsburys, this is completely your choice.

The email address you have provided for us will be the main source of communication by the Government or Edenred who is the supplier for the system. You will be sent an **eCode** – this is the **16 digit code** but must be registered first and cannot be used directly with your preferred retailer. Your eCode will expire after 1 month, if not used the money will go back to the Department for Education not the school. An eCode is not the same as an eGift card. See below for the sequence of information:-

1. Receive an email on 20th April which will have a 16 digit
2. Copy eCode from your email
3. Go to www.freeschoolmeals.co.uk
4. Enter the 16 digit eCode
5. Select a supermarket
6. Enter the amount and add to basket (your email will tell you how much to credit you have, which depends on the number of children at the school)
7. Checkout and enter the email address you would like the eGift card sent to
8. Your eGift card will be processed and sent (please allow up to 3 hours for it to be delivered to your inbox).
The eGift Card does not expire after once month and has the same expiry life as any normal eGift card for the retailer you select – see attached “FSM Help Notes – Emailed”.

The supermarkets that are available for use are Morrisons, Tesco, Sainsbury’s, Asda, Waitrose (John Lewis) and M&S food.

You can choose to redeem your eCode for more than one of the above retailers see the attached help notes.

Please see read the “FSM Help Notes - Emailed” as this will give you more information, i.e. whether you can use certain retailer vouchers on-line or not.

If you have any problems please see “FSM Help Notes - Emailed” first and if this does not help you please email the school finance team on finance@oldburyacademy.org.uk

You may not get a response immediately, but we will endeavor to respond as soon as possible.

Yours sincerely,

J.C. Fitzmaurice

Miss J.C. Fitzmaurice

Business Manager

