

24 March 2020

Dear Parents/Carers

### **Food for Pupils Who Are Entitled to Free School Meals**

In light of these exceptional circumstances, we have made arrangements for each pupil who is entitled to free school meals to be issued with a weekly supermarket voucher with a face value of £15. We hope this will prove to be successful and aim to continue this support for the remainder of the period when schools are closed due to the Coronavirus (excluding the normal school holiday period). The voucher will be emailed to you by the provider, who is called Sodexo, so we are asking for your consent to share the following personal information with Sodexo:

- your email address
- parent/carer's name who will redeem the voucher (we will assume this is contact 1 unless you notify us otherwise)
- the child's Unique Pupil Number

We will not share any additional information with Sodexo and they will not be given your child's name. We have assurance over the security of this data which is held in the United Kingdom.

We have been assured that the process to redeem your voucher should take you no longer than 2 minutes. Sodexo will email you instructions with your unique codes so that you can redeem your voucher, this can be done using a mobile phone, tablet or any laptop/computer. The email instructions will include a link to their online live support.

Yours sincerely



**Kate Brunt**



**Headteacher**

