

06 January 2021

Dear Parent / Carer,

The Government yesterday changed its guidance regarding the opening of schools and has advised that primary and secondary schools in England are to be closed from today for in-person attendance, except for children of key workers or vulnerable children.

The following arrangements will now apply from 5 January until further notice in regard to those pupils eligible for Free School Meals (FSM):

1. For children of key workers or vulnerable children, who are attending the school in-person and eligible for FSM:

A FSM will be provided to each eligible pupil as per normal school opening (to note: for primary this also includes those in Reception, Year 1 and Year 2 covered by Universal Free School Meals)

2. For eligible FSM pupils not attending the school in-person

For the period **5 January to 8 January** a packed lunch will be made available for each eligible FSM pupil. Collection of the packed lunches can be made on Thursday 7 January.

For the period **11 January to 22 January** a two week food hamper will be made available for each eligible FSM pupil. The expectation is that these will be ready for collection on Wednesday 13 January.

In each of these periods please can the collection of the food parcel be made by the following:

1. In the first instance by the parent/carer.
2. If the above is not feasible, please can you ask a friend, volunteer or family member to collect the food parcels on your behalf.
3. If neither collection option 1 or 2 are feasible, then please do get in touch with the academy and we will do our utmost to assist in getting the food parcel to you, albeit we do have limited resource in this regard.

We appreciate that this change is short notice and may inconvenience you but our aim is to ensure all those eligible for FSM have access to an appropriate meal.

Yours sincerely,

Mrs H Mitchell.