



6th January 2021

Dear Parent/Carer

Due to the decision on Monday by the Government to close all schools in England from Tuesday 5th January for in-person attendance, except for children of key workers or vulnerable children we have been working on the arrangements for those entitled to free school meals.

The following will now apply from 5th January until further notice in regards 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

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

For the period **5th January to 8th January** a packed lunch will be made available for each eligible FSM pupil. Collection of the packed lunches can be made on Thursday 7th between midday and 3pm.

For the period **11 January to 22 January** a fortnightly food hamper will be made available for each eligible FSM pupil. The expectation is that these will be ready for collection on Tuesday 12th January after midday.

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/carers.
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.

Please can you let us know by return email, or phone call, to confirm 1) that you will be collecting the packed lunches on Thursday 7th January and 2) that you will be collecting the fortnightly food hamper starting Tuesday 12th January. We need to have your confirmation as soon as possible today for the packed lunches and by midday tomorrow for the fortnightly hampers.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L. Hogg'.

Lesley Hogg
Principal