



# Oakdene Primary School

Low Grange Avenue  
Billingham  
TS23 3NR

Executive Head Teacher: Mrs E A Bramley B.A. (Hons) with Q.T.S., N.P.Q.H.

Telephone: 01642 560768  
Fax: 01642 560942  
Email: [oakdene@sbcschools.org.uk](mailto:oakdene@sbcschools.org.uk)

July 2020

Dear Parents/carers

We have received notification that the free school meal voucher scheme will continue for eligible parents/carers over the six week holiday.

Guidance states that eligible parents/carers will receive an e-code worth £90 per child at the start of the holidays. This £90 is to last for the entire six weeks and is the equivalent of £15 per week per child.

Oakdene will order this e-code on your behalf, as we have with previous e-codes during the lockdown period.

As some supermarkets have a limit on the amount that can be put on to an e-gift voucher, eligible families with more than one child will receive a separate e-code for each child (instead of one e-code for the combined amount which has happened previously).

You will then exchange these e-codes for supermarket vouchers of your choice in the usual way. **You must exchange the full amount of the e-code in one go**, so please remember to change the full amount of £90 into a supermarket voucher (you cannot use the e-code more than once, so cannot save part of the e-code value for future use).

Please note: e-codes issued in July expire after one month so it is very important that you turn these into supermarket vouchers within this time period as they will no longer work after their expiry date.

Once you have exchanged your e-code for a supermarket voucher, the voucher does not need to be spent all at once in one shopping trip. They can be used repeatedly until the voucher's balance reaches £0. To check how much money is left on the e-gift voucher, families can ask the supermarket's customer services team when in store. You can either print out your e-gift voucher or keep it on your mobile phone and show it to the cashier each time you go shopping.

It is your responsibility to keep the e-gift voucher or printed voucher somewhere safe. School does not have the facility to help once your e-code has been exchanged for a voucher and you would need to contact Edenred for help and advice if your supermarket e-gift voucher is lost (using the guidance on the school website).

Full guidance on how to exchange e-codes for supermarket vouchers and a parent/carer guide with help with frequently asked questions is available for parents to read from our school website. Go to [www.oakdeneprimary.org.uk](http://www.oakdeneprimary.org.uk) choose the Parents Section, then School Closure Help and then click on Supermarket Voucher Scheme.

If you currently receive printed supermarket vouchers directly from school, we will order the £90 voucher for you and print it out as usual.



For those families whose supermarket vouchers have stopped/reduced because their child/ren have been attending school, you will still be entitled to the £90 voucher for the summer and will receive this in the same way that you received the vouchers previously.

The £90 e-codes will be emailed to parents/carers in the final week of term (week beginning 13<sup>th</sup> July). This means that during this week you will receive your normal weekly e-code, and the additional £90 summer e-code for each of your children.

If any parents/carers would prefer to receive a printed supermarket voucher for the summer holidays rather than an e-code then please can you contact the school by email as soon as possible. **Please email the school on: [oakdene@sbcschools.org.uk](mailto:oakdene@sbcschools.org.uk) if you would like to take up this option.** In the email please confirm your name, your child's name and the supermarket you would like your £90 printed voucher(s) for. You will then be required to come and pick up the voucher from school and sign for it in the last week of term. You would need to contact us by end of school on **Monday 6<sup>th</sup> July** at the very latest to take up this option as the vouchers will be ordered the next day.

Yours sincerely

Mrs E Bramley  
Executive Head Teacher

