



To Headteachers

Children, Young People and Education

County Hall
Sessions House
Maidstone ME14 1XQ

Email:

kentfsmenquiries@kent.gov.uk

Date: 5th December 2022

Urgent Action Required

Dear Colleagues

Financial support for families with children on free school meals

Thank you for your ongoing support. I would ask that you read this letter carefully as it sets out plans for the two-week December holiday.

Action to be taken now - Free School Meal (FSM) Provision for the December holiday 2022 – 2 weeks

We would be grateful if your school would issue supermarket vouchers for families eligible for free school meals for the **December holiday**. **Funding has been set at £10 a week per eligible child for a 2-week holiday i.e. 1 x £20 voucher. This applies regardless of your school's individual holiday arrangements.**

We kindly ask you to use Wonde's evoucher.com system to manage and distribute the vouchers. This will be turned on today, Monday the 5th of December. Please select the correct button as per instructions here: <https://help.evouchers.com/hc/en-gb/articles/9695181398545-How-to-order-LA-funded-FSM-vouchers>

We appreciate a few schools are tied into alternative solutions and those schools/colleges can continue to make their own arrangements and invoice us for the cost of vouchers issued to eligible families. If you will be making your own arrangements, please let us know. We ask that all invoices reach us no later than the 13th of January, ideally earlier.

Details regarding the use of the evoucher.com system are contained in Appendix 1.

We appreciate you will have other families in your school who you know will also need support at the current time. The access route for any family needing help is via [Kent Together - Kent County Council](#). The site provides a variety of support options, including the potential for supermarket or energy vouchers via Kent Support and Assistance Service (KSAS).

If you have any queries, please contact us on kentfsmenquiries@kent.gov.uk and we will get back to you as quickly as possible.

Yours sincerely,

Kent FSM Team

A drop down menu will allow you to select the option for KCC to be invoiced for the cost of the vouchers. Schools continue to be responsible for paying for all vouchers ordered to cover term time periods.

How to get started

1. You already have Wonde

Simply login onto [Evouchers.com](https://www.evouchers.com) and launch the voucher system.

2. You don't have Wonde

Please contact support@schoolvouchers.com with your school details so this can be arranged.

You can access Wonde's system now to order vouchers in good time for parents to receive them before the end of term.

For help and guidance on accessing Wonde's school voucher service, please see the links below. If you have not used Wonde before, please do take the time to watch the recorded webinar which takes you through the ordering process from start to finish. There is also a section for parents within their help articles so please make them aware of this.

Help articles: <https://help.evouchers.com/hc/>

Email: support@evouchers.com

Website: www.evouchers.com

Recorded Webinar (17 minutes long): <https://help.evouchers.com/hc/en-gb/articles/360016286077-Recorded-Webinar>