



The Park Schools Federation

Policy for Income-Based Free School Meals – Parent/Carer ‘Voucher’ Scheme

Policy Overview

If your child is in receipt of income-based free school meals, our school offers a yearly school-based ‘voucher’ for parents/carers (who have parental responsibility) to spend on items which can be purchased in school.

Each academic year, a total of £100 (per eligible child) is available for you to spend on items like school trips, residential trips, breakfast club childcare, book bags, after-school clubs etc.

This ‘voucher’ can only be spent in our school. It can be spent in one go or in pieces throughout the year. At the end of the academic year, all vouchers are ‘wiped’, and we start again with a new voucher at the beginning of the next academic year.

If your child does not receive income-based free school meals at the start of the academic year but starts to receive income-based free school meals before the Christmas of that academic year, we will also issue each of these pupils with a £100 voucher for the remainder of that academic year as well. If a child begins to receive income-based free school meals from the January of that academic year, their voucher will not be available until the beginning of the following academic year, in the subsequent September.

Universal infant free school meals for all children in FS2, Year 1 and Year 2 are not included in this voucher scheme. Families of children in FS2, Year 1 and Year 2 can (and should) still apply for the government’s Free School Meals benefit to receive the £100 voucher from school and you will then receive free school meals for your children throughout their entire time in school.

These applications have no negative financial effect on school. In fact, they actually help the school finances. You can apply for free school meals on the following link:

<https://caya-apps.derbyshire.gov.uk/Synergy/SynergyWeb/Enquiries/Citizen/FreeSchoolMeals.aspx>

It will also make you eligible for the holiday-time free school meal supermarket vouchers, if these are reintroduced by the government.

If you would like some help to complete an application, we will be happy to support you.

Funding Allocations

Our voucher scheme is designed to be used for the benefit of the eligible child and is allocated to all parents/carers with parental responsibility.

In the circumstances of parents being separated, the school voucher will be allocated to the primary carer in the first instance. If there is a dispute between separated parents regarding how this school voucher is allocated, then it will be split on an equal basis between all parties with parental responsibility.

Policy approved by governors on 16/05/24