

Name
Address
Address
Postcode

Date

Your ref

Our ref

Dear Name

Free School Meals provision during school closure

As a result of school closures due to the Coronavirus/Covid-19 pandemic, a payment will be made to you as your child will no longer receive Free School Meals.

As your child is in P4 to S6 and receiving Free School Meals you are entitled to this payment. However, we do not have your bank details as you did not get a Clothing Grant.

If you want to receive payments, we need your bank details.

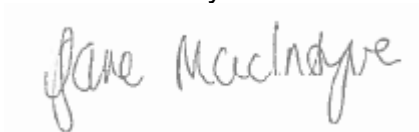
Please fill out the details on the next page and return them to us. You can take a picture on your phone and e-mail the information to us or send it by post.

The payment will be £22.50 per child per fortnight and will cover the last two weeks of term and the two-week Easter break.

This arrangement will be reviewed during the Easter break based on advice from Scottish Government on likely timeframes for school closures. We will contact you again to confirm future arrangements.

You can get more information on our website: www.edinburgh.gov.uk/schoolgrants
If you have any questions about the changes, or how we use your personal data for clothing grants, free school meals and other types of benefits, please see our website.

Yours sincerely



Jane MacIntyre
Transactions Team Manager

Name of Account Holder:							
Name of Bank/ Building Society:							
Address of Bank:							
Sort Code (6 Digits):							
Account Number (8 digits):							
Roll/Reference Number: (if applicable)							

Please e-mail this information to: school.grants@edinburgh.gov.uk

Or send by post to: The City of Edinburgh Council, School Grants, Transactions - Assessment & Finance, PO Box 12331, Edinburgh, EH7 9DN

Please include your full name and address when you return this information to us.